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CSIF31
1991

URBAN/MUNICIPAL

JUNE 20/91 - JULY 25/91

AGENDAS / MINUTES OF THE
FINANCE AND ADMINISTRATION
COMMITTEE

K.E. AVERY
CITY CLERK

J.J. SCHATZ
DEPUTY CITY CLERK



CITY HALL
HAMILTON, ONTARIO
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THE CORPORATION OF THE CITY OF HAMILTON
OFFICE OF THE CITY CLERK

URBAN/MUNICIPAL

CA4 ON HBL A05
CSIF31

1991

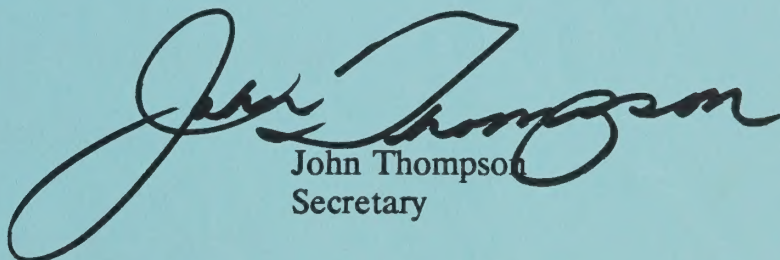
NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE

Thursday, 1991 June 20

9:30 o'clock a.m.

Room 233, City Hall


John Thompson
Secretary

A G E N D A

9:30
a.m.

1. **CONSENT AGENDA**

2. **PARKING AUTHORITY**

Request for Conference Funding to Host the Canadian Parking Association Convention 1991 October 27-31

3. **CITY SOLICITOR**

Delay Application for Special Legislation Respecting Smoke Alarms

4. **PLANNING AND DEVELOPMENT COMMITTEE**

Disposition of Fines - Municipal Prosecutions

5. **TAXI ADVISORY COMMITTEE**

Resignation of Mr. Bill Romans and Nomination of Replacement

6. **SMOKING IN THE WORKPLACE BY-LAW**

Correspondence from Slater Steels (Staff Report to Follow)

10:00
a.m.

7. **PERFORMANCE EXCELLENCE PROGRAMME**

- (a) Status Report
- (b) Union Correspondence dated 1991 May 21 Regarding the Performance Excellence Programme
- (c) Presentation by C.U.P.E. Locals (Tentative)
- (d) Corporate Policies:
 - (i) Employee Recognition Policy
 - (ii) Substance Policies

8. **CHIEF ADMINISTRATIVE OFFICER**

1100 Limeridge Road East - Request for Rezoning

11:00
a.m.

BREAK

9. **DELEGATIONS**

11:05
a.m.

- (a) Ms. Mary Joyce Empensando - Proposed Mayor's Youth Advisory Council (MYAC)

11:25
a.m.

- (b) 74th Canadian Chemical Conference and Exhibition - Convention/Reception Grant Appeal

10. **ST. ANTHONY'S FEAST**

Request for Additional Funding to Purchase Tarp (Staff Report to Follow)

11. **WESLEY URBAN MINISTRIES**

Tabled Grant Appeal

12. VICTORIA AVENUE NORTH PROPERTIES

Dr. W. E. Noonan, President & C.E.O., Hamilton Civic Hospitals -
Re City Owned Lands at 286, 290 and 296 Victoria Avenue North -
Occupancy by Hamilton Civic Hospitals (Referred back by City
Council May 28 for further review)

12:00
noon

LUNCH

12:30
p.m.

13. TREASURER

- (a) Financing Reconstruction of Huntington Park Tennis Court
- (b) Analysis of Reserves

14. COMPREHENSIVE AUDIT OF THE LICENCE DIVISION
OF THE CITY CLERK'S DEPARTMENT

- Final Report

*See separately coded report
CA40N#BL@15
91 CSI*

15. CORRESPONDENCE REFERRED FROM MAYOR'S OFFICE

- (a) Canada Post Corporation - Proposed Municipal By-law
Respecting Bill Posters and Bill Distributors
- (b) Canadian Centre for Occupational Health - Invitation for
City to Become Member
- (c) Coalition for Gun Control - Request to Endorse Position

16. RESOLUTIONS REFERRED FROM CITY COUNCIL

- (a) City of North York - Provincial Government Welfare Act
Recommendation: Be Referred to Region
- (b) Town of Richmond Hill - Municipal Government
Restructuring

2:00
p.m.

17. IN-CAMERA AGENDA

18. OTHER BUSINESS

19. ADJOURNMENT

17

OUTSTANDING ITEMS

FINANCE & ADMINISTRATION COMMITTEE

1. Consider establishing a limit on the number of conferences the same person can attend in any given year - Budget Meeting 1990 Feb. 23 (pending)
2. (a) Policy to exempt Parking Authority from realty and business tax -Budget Meeting 1990 Feb. 23 and Regular Meeting 1990 Mar. 22 (Presently under review by Treasurer)

(b) Examine feasibility of directing the net revenue from parking fines into the Reserve Account - 1990 Mar. 22 (Presently under review by Treasurer)
3. Policy for apportioning costs of C.U.P. to users - Budget Meeting 1990 Feb. 23 (review pending)
4. Review need for Architectural Division - Budget Meeting 1990 Feb. 23 Tabled pending completion of Comprehensive Audit.
5. Special Sub-Committee - Street Vendors Program - established to examine all aspects of the Program and report back to Finance and Administration Committee. Report and recommendations pending.
6. Review licence fee and approval process for Transient Traders - Report pending from Manager of Licensing.
7. Hamilton Public Library Board - User Pay Policy and Regionalization of Hamilton Library Services (1990 Aug. 23) - Report pending from Library Board.
8. Council Agenda Line (1990 Aug. 23) - Report pending from Manager of Property Maintenance and Manager of Purchasing.
9. Hess Street Village Mall - Relief from outstanding Local Improvement Charges (1990 Sept. 20) - Reports pending from Solicitor and Treasurer.
10. Survey of Ontario Cities to determine their current procedure for recognizing athletic achievements (1991 Feb. 7) - Report pending.
11. User fees - Provincial authority to change maximum amounts (1991 Feb. 7) - Treasurer
12. Review Structure and Composition of Taxi Advisory Committee (1991 March 7) - Tabled pending report on Livery Licences.

13. Review Concerns of Mr. J. Zipilli re Flea Market By-law 87-234 (1991 April) -
Tabled pending report from Manager of Licence Division.

1991 June 11

FINANCE AND ADMINISTRATION COMMITTEE

1991 JUNE 20

CONSENT AGENDA

A. ADOPTION OF THE MINUTES

- (i) Regular Meeting held Thursday, 1991 May 23
- (ii) Special Joint Meeting of the Finance and Administration Committee and the Parks and Recreation Committee held Tuesday, 1991 May 28

B. MANAGER OF PURCHASING

- (i) Replacement of Four 1/2 Ton Pickup Trucks, Units #9329/24/50/53, and the Purchase of One New Unit, Fleet Services
- (ii) Replacement of Two Trucks, Units #9234, 9352, Fleet Services
- (iii) Replacement of Two Stake Dump Trucks, Units #9217, 9337, Fleet Services
- (iv) Replacement of Four Trucks, Units #9212/31/2/9669, and the Purchase of One New Truck, Fleet Services
- (v) Replacement of One 33,000 lb. Cab and Chassis Complete with Platform, Unit #9006, Fleet Services
- (vi) Replacement of One 35,000 lb. Cab and Chassis Complete with Hydraulic Pump and Platform, Unit #9226, Fleet Services
- (vii) Supply and Maintenance of Tires, City Garage
- (viii) Replacement of Two Tractors Complete with Cabs and Plows, Units #9473/9, Fleet Services
- (ix) Replacement of Three Tractors with Roll Bars, Units #9414/5/95, Fleet Services
- (x) Replacement of Three 4WD Hydrostatic Tractors, Units #9508/24/20, Fleet Services

- (xi) Replacement of Two Mobile Street Sweepers, Units #9564/59, Fleet Services
- (xii) Reroof Dundurn Castle

C. CITY CLERK

- (i) Torch Run Ceremony, 1991 Ontario Games for the Physically Disabled - Use of City Hall Facilities
- (ii) Big Brother Association - Use of City Hall Forecourt
- (iii) Hamilton and District Labour Council C.L.C. - Permission to Fly Flag at City Hall
- (iv) Fly the Flag for Canada Committee - Use of Second Floor Foyer
- (v) Arts and the Cities - Use of Council Chambers
- (vi) Amnesty International Hamilton Group - Use of Council Chambers
- (vii) Child Sexual Abuse Public Awareness Forum - Use of Council Chambers and Meeting Rooms
- (viii) Canusa Games Closing Ceremonies - Use of City Hall Forecourt
- (ix) St. Mary's Portuguese Parish Festivals - Request for Events to be Deemed of Municipal Significance
- (x) Hamilton Minor Hockey Council - Civic Awards
- (xi) Canadian Gymnastics Federation - Civic Award
- (xii) 1990 Assessment Roll Correction
- (xiii) Hamilton Status of Women Sub-Committee - Citizen Appointments

D. TREASURER

- (i) Financing 1991 Servicing Expenditures Related to Development Agreement Application No. DA-90-78
- (ii) Financing 1991 Servicing Expenditures Related to Sub-Divisions

E. DIRECTOR OF PROPERTY

- (i) Sale of City Owned Land South of Ainslie Avenue Between Hillview Street and Emerson Street
- (ii) Purchase of City Owned Lands/Lease of City Owned Lands by the Ministry of Transportation Re Reconstruction of the Q.E.W.
- (iii) Use of "Unused" Portion of Municipal Carpark Adjacent to Don Cherry's Grapevine
- (iv) Appraisal Institute of Canada Conference

F. COMMISSIONER OF HUMAN RESOURCES

- (i) Position Classification - Property Department
- (ii) Bricklayers' & Masons' Union No. 1, Ontario
- (iii) International Brotherhood of Electrical Workers Local 105, Hamilton
- (iv) Retention of Human Resource Department Records By-law
- (v) Appointments to and Terminations from Permanent Positions

**G. CONFERENCE REPORT ON SYMPOSIUM ON TREE PRESERVATION
ATTENDED BY ALDERMAN B. HINKLEY**

Note: Draft Report of the Tree By-laws Advisory Committee and attachments distributed under separate cover.

Thursday, 1991 May 23
9:00 o'clock a.m.
Room 233, City Hall

The Finance and Administration Committee met.

There were present: Alderman B. Hinkley, Chairman
Alderman D. Ross, Vice-Chairman
Mayor R. Morrow
Alderman T. Cooke
Alderman V. Agro
Alderman G. Copps
Alderman D. Agostino
Alderman T. Jackson

Absent: Alderman J. Gallagher - Vacation

Also present: Alderman M. Kiss
Mr. L. Sage, Chief Administrative Officer
Mr. J. Johnston, Commissioner of Human Resources
Mrs. D. Jones, Manager of Personnel Services
Mr. E. C. Matthews, Treasurer
Mr. R. Hammel, Manager of Accounting
Mr. K. Beattie, Grants Co-ordinator
Mr. D. Vyce, Director of Property
Mr. J. Hindson, Director of Information Systems
Mr. P. Lampman, Deputy Building Commissioner
Mr. S. Dembe, Manager, Licence Division
Chief G. Baker, Hamilton Fire Department
Mr. D. Carson, Executive Assistant to the Mayor
Mr. J. Thompson, Secretary

IN-CAMERA

The Committee met in-camera to discuss personnel matters of a private and confidential nature. Reconvening in open session, the Committee agreed to submit the following resolution to City Council for approval:

That the Chief Administrative Officer and the Commissioner of Human Resources in conjunction with the Management Team review the Administrative Structure of the Corporation and report back to the Finance and Administration Committee with recommendations for change.

CONSENT AGENDA

A. MINUTES

The minutes of the meeting of the Finance and Administration Committee held 1991 May 9 were received and adopted.

B. CITY CLERK

(i) COURT OF CANADIAN CITIZENSHIP - USE OF COUNCIL CHAMBERS

As outlined in a report of the City Clerk dated 1991 May 10, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That permission be granted to the Court of Canadian Citizenship to use the City Hall Council Chambers from 10:30 a.m. to 11:30 a.m. on Monday, July 01, 1991 for a Citizenship Court on Canada Day and to locate a table in the first floor foyer for a Canadian Citizenship display.

- (b) That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.

(ii) **SACKVILLE HILL OLDER ADULTS CENTRE - USE OF COUNCIL CHAMBER**

As outlined in a report of the City Clerk dated 1991 May 10, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That approval be given to the action taken by the Finance and Administration Committee in granting permission to the Department of Culture and Recreation to use the Council Chambers on Monday, May 27, 1991 at 11:00 a.m. for a public meeting concerning the Sackville Hill Older Adult Centre.
- (b) That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.

(iii) **UNIVERSITY OF TORONTO - USE OF COUNCIL CHAMBER**

As outlined in a report of the City Clerk dated 1991 May 10, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That permission be granted to the University of Toronto Department of Alumni and Community Relations to use the City Hall Council Chamber on Wednesday, July 03, 1991 from 6:00 p.m. to 10:00 p.m. for an information session for parents and students from the Hamilton area who will be attending the University of Toronto.
- (b) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.

Alderman Copps was recorded as opposed.

(iv) **Y.W.C.A. STRAWBERRY FESTIVAL - USE OF FORECOURT**

As outlined in a report of the City Clerk dated 1991 May 13, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That permission be granted to the Young Women's Christian Association to use the City Hall forecourt for their Annual Strawberry Festival on Thursday, June 20, 1991 from 11:00 a.m. to 3:00 p.m. including the use of the following equipment:
 - i. City van to transport tables to and from the Y.M.C.A.
 - ii. City Hall chairs
 - iii. Sound system
 - iv. Piano and extension cord.
- (b) That permission be granted to the Y.W.C.A. to distribute information flyers throughout the City Hall building.
- (c) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activity.

(v) **HAMILTON REGION CONSERVATION AUTHORITY PRESENTATION**

As outlined in a report of the City Clerk dated 1991 May 15, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the invitation of the Hamilton Region Conservation Authority to meet with members of City Council on Tuesday, June 25, 1991 at 7:15 p.m., prior to the City Council meeting, to review highlights and accomplishments of the past 25 years and to discuss visions and concepts for the future, be accepted.
- (b) That permission be granted to the Hamilton Region Conservation Authority to use the east end of the second floor on June 25, 1991 from 9:00 a.m. to 9:00 p.m. for public information sessions.

C. **HAMILTON STATUS OF WOMEN SUB-COMMITTEE**

(i) **CITIZEN MEMBER VACANCY**

As outlined in a report of the Secretary of the Hamilton Status of Women Sub-Committee dated 1991 May 15, the Committee directed that the necessary steps be taken to fill the one (1) citizen vacancy on the Status of Women Sub-Committee.

(ii) **REPRESENTATIVES TO ATTEND ANNUAL MEETING OF THE NATIONAL ACTION COMMITTEE ON THE STATUS OF WOMEN**

As outlined in a report of the Secretary of the Hamilton Status of Women Sub-Committee dated 1991 May 15, the Committee agreed to submit the following recommendation to City Council for approval:

That Thelma McGillivray and Elsie Paget represent the Hamilton Status of Women Sub-Committee at the 19th Annual General Meeting of the National Action Committee on the Status of Women to be held from June 14-16, 1991 in Ottawa, Ontario for which sufficient funds are available within the Sub-Committee's 1991 budget appropriation.

D. **FRENCH SUB-COMMITTEE**

As outlined in a report of the Secretary of the French Sub-Committee dated 1991 May 15, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That two (2) members of the French Sub-Committee be authorized to attend the Francophone Association of Municipalities of Ontario Second Annual Convention to be held in Toronto from August 17-18, 1991;
- (b) That the costs associated with this convention (approximately \$750.) be financed from the Legislative Travel Account No. CH 55201 10010.

E. **HAMILTON FIRE DEPARTMENT - ANNUAL REPORT**

As outlined in a report of Chief G. Baker dated 1991 May 7, the Committee agreed to submit the following recommendation to City Council for approval:

That the 1990 Annual Report of the Hamilton Fire Department, copies of which have been distributed to Members of City Council, be received.

F. COMMISSIONER OF HUMAN RESOURCES**(i) SALARY AND BENEFIT ADJUSTMENTS FOR NON-UNION PERSONNEL**

As outlined in a report of the Commissioner of Human Resources dated 1991 May 15, the Committee agreed to submit the following recommendation to City Council for approval:

That Section 2(b)(iii) regarding the benefits for all non-union personnel adopted by City Council at a special meeting held April 02, 1991, be amended to clearly indicate that the life insurance shall be at ".5" times salary purchased at employees option, instead of "5" times salary purchased at employees option.

(ii) OFF-SITE RESOURCES INC. - MONTHLY FEES

As outlined in a report of the Commissioner of Human Resources dated 1991 May 16, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That Section 4 of the SEVENTH Report for 1990, of the Finance and Administration Committee, adopted by City Council on March 13, 1990, be amended so that the monthly amount payable to Off-Site Resources for services supplied for year one to the Employee Assistance Program be increased from \$5,342.80. to \$5,844.40.
- (b) That year two and three costs be calculated based on the employee population at the time of contract renewal.
- (c) That this expenditure be funded from Account No. 57723-142300, Employee Assistance-City.

(iii) APPOINTMENTS TO AND TERMINATIONS FROM PERMANENT POSITIONS

As outlined in a report of the Commissioner of Human Resources dated 1991 May 15, the Committee agreed to submit the following recommendation to City Council for approval:

That the Appointments to and Terminations from Permanent Positions with the Corporation to May 14, 1991 attached hereto and marked Appendix "A", be approved.

G. NOTICE OF SPECIAL JOINT MEETING

The Committee was in receipt of a memorandum from the Secretary of the Finance and Administration Committee advising that there will be a special joint meeting of the Finance and Administration Committee and the Parks and Recreation Committee on Tuesday, 1991 May 28 respecting the proposed amalgamated fire station at Macassa Park.

REGULAR AGENDA**3. SMOKING IN PUBLIC PLACES BY-LAW 80-258**

The Committee had before it a report of the Staff Review Group dated 1991 May 16 containing the following recommendations for changes to the Smoking In Public Places By-law '80-258:

1. That By-law 80-258, respecting Smoking In Public Places, be amended to:
 - (a) Prohibit smoking in Hairdressing Parlours, Barbershops, Rest Rooms in a Retail Shop and parts of a Retail Shop used as Offices;
 - (b) Prohibit smoking in a Patient Care Area of a Hospital;
 - (c) Prohibit smoking in Reception Areas;
 - (d) Increase the no smoking area of a Restaurant to 50% of its seating capacity;
 - (e) Prohibit smoking in laundry rooms, common areas, meeting and recreation rooms in apartment buildings. Should there be more than one meeting or recreation room, provision could be made for one designated smoking room;
 - (f) Prohibit smoking in Bus Shelters;
 - (g) Change the maximum fine from \$2,000.00 to \$5,000.00, which is now set by the Provincial Offences Act.
2. That a Staff Review Group be authorized to meet with Mall Owners to discuss implementing smoking restrictions in Shopping Malls.
3. That the City Clerk be authorized to request that places of public assembly restrict smoking in common areas to well ventilated designated smoking areas.

At the request of Alderman Cooke, the Committee agreed to place an ad in The Hamilton Spectator and the Brabant Newspapers inviting any interested person or group to submit written comments concerning the proposed amendments. The Committee agreed to allow one month to receive written submissions.

4. **AMO CONFERENCE**

As outlined in a report of the City Clerk dated 1991 May 16, the Committee agreed to submit the following recommendation to City Council for approval:

That, based on the allotment of voting delegates granted to the City of Hamilton, a maximum of seven (7) Members of City Council be authorized to attend the 1991 Annual Conference of the Association of Municipalities of Ontario to be held in the City of Toronto, August 18-21, 1991.

5. **CORRESPONDENCE**

(a) **CLARIFICATION AND DIRECTION ON APPROPRIATE PROCEDURE FOR REFERRING CORRESPONDENCE TO STANDING COMMITTEES/BOARDS**

The Secretary explained that as a result of discussions with the City Clerk, it would appear desirable to establish a standard and uniform procedure for the referral of correspondence to Standing Committees.

Currently communications received and addressed to City Council or the City Clerk are automatically forwarded to City Council for action. These communications are printed in the Council Agenda and include a recommendation of the City Clerk for referral to the appropriate Committee or Department.

A departure from this procedure occurs when communications are referred directly to the Standing Committees through the Mayor's Office.

It is therefore being suggested that there be uniformity and consistency in the process of referring communications to Standing Committees.

Alderman Hinkley commented that the Mayor is not necessarily an advocate of issues referred to a Standing Committee by his office.

Following discussion, the Committee agreed to maintain the status quo and leave enough flexibility in the referral process to deal with correspondence either through City Council or the Mayor's Office.

(b) **LINCOLN ALEXANDER DINNER**

The Committee was in receipt of a copy of a letter from Mr. Joseph Pigott of the law firm Evans, Philp, dated 1991 April 4 requesting the support of the City of Hamilton with respect to Lincoln Alexander's retirement dinner to be held in the City of Toronto.

Alderman Ross submitted that he would prefer to see the Mayor attend as opposed to several members of City Council.

Following discussion, the Committee agreed to recommend the following to City Council:

- (a) That the Mayor or his designate represent the Council of the Corporation of the City of Hamilton at the Appreciation Gala retirement dinner for His Honour, Colonel The Honourable Lincoln M. Alexander, Lieutenant Governor of Ontario and Her Honour, Mrs. Yvonne Alexander to be held at the Convention Centre in the City of Toronto 1991 September 11.
- (b) That the Mayor be requested to work with the local community to organize an appreciation retirement dinner for The Honourable Lincoln Alexander to be held in the City of Hamilton.

(c) **ONTARIO TEACHER'S FEDERATION RE CROSS BORDER SHOPPING**

The Committee received a letter from Guill Archambault, President of the Ontario Teachers' Federation, dated 1991 April 22, addressed to Mayor R. Morrow urging that consideration be given to the serious consequences of cross border shopping on the Ontario economy as well as on the Province's education system. Ontario teachers are being asked to support their own economy by shopping at home.

(d) **ONTARIO FEDERATION OF ANGLERS & HUNTERS**

The Committee received a letter from R. G. Morgan, Executive Vice President, Ontario Federation of Anglers & Hunters, dated 1991 April 18, to which was attached a letter sent to Management Board of Cabinet objecting to budget cuts to fish and wildlife program. The Ontario Federation of Anglers & Hunters is encouraging municipalities to write and express their opinions to the Minister of Natural Resources recommending that adequate funds be redirected to the Remedial Action Plan Program.

6. **DELEGATIONS**

(a) **ALLIES FOR ANIMAL RIGHTS AND ANIMAL ALLIANCE OF CANADA RE BY-LAW TO BAN POUND SEIZURE OF PETS**

Ms. L. Crozier-Organ, Co-ordinator of Allies for Animal Rights, and Ms. C. Frid appeared before the Committee recommending that a by-law be enacted to ban "pound seizure" of pets in the City of Hamilton for research and experimentation.

Alderman Cooke, who is a member of the Board of Directors of the H.S.P.C.A., submitted that "pound seizure" is not a major issue for the H.S.P.C.A. at this time. He explained that historically it has been the position of the H.S.P.C.A. not to release animals for research and to the best of his knowledge the Board has never received such a request. He also suggested that the passage of a by-law banning "pound seizure" might be ultra vires. In any event he would hesitate recommending the enactment of a by-law without thorough research. He stated that if a legitimate request is received from a hospital to use animals that will ultimately save lives and eliminate disease, the Board will have to review the matter very carefully and would advise City Council if it received a strong request.

Alderman Agostino submitted that the answer to the problem is animal control and not the banning of "pound seizure".

In receiving the presentation and upon the recommendation of Alderman Cooke, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the Government of the Province of Ontario through the Minister of Agriculture and Food be requested to review and amend the Animals For Research Act by extending the minimum "redemption/reclamation period" being that period of time within which the owner of an animal that has been impounded in a pound for research purposes has the right to redeem it.
- (b) That a copy of this resolution be forwarded to the H.S.P.C.A. with the request that consideration be given to extending their minimum "redemption/ reclamation period" for impounded animals.
- (b) CONVENTION/RECEPTION GRANT APPEAL - 1991 NATIONAL LAWN BOWLING CHAMPIONSHIPS

The Committee had before it a report of the Grants Co-ordinator dated 1991 May 16 advising that the 1991 National Lawn Bowling Championships Committee has applied for a \$2,500. convention/reception grant to defray the cost of hosting the National Lawn Bowling Championships to be held jointly in the City of Hamilton and the City of Burlington August 18-23, 1991. Based on the application and consistent with the policy the Grants Review Group is recommending the maximum grant of \$1,500. which represents the application of the funding formula of \$4.00 per participant to a maximum of \$1,500.

Following consideration the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That a Convention/Reception grant be approved in the amount of \$2,500. to be used to assist in defraying expenses to be incurred in staging and hosting the 1991 National Lawn Bowling Championships to be held in the City of Hamilton August 18-23, 1991.
- (b) That this expenditure be funded within the grants budget and appropriate Grant Account No. CH5AXXX200XX.

7. PREVIOUSLY TABLED 1991 GENERAL GRANTS

As outlined in a report of the Grants Co-ordinator dated 1991 May 16, the Committee agreed to submit the following recommendation to City Council for approval:

That the previously tabled grants as outlined on Appendix "B" with a total recommended grant amount of \$26,780. be approved and funded within the grants budget and appropriate Grant Account No. CH5AXXX200XX.

8. **DIRECTOR OF PROPERTY**

(a) **PROVISION OF FOOD SERVICES - CITY HALL CAFETERIA**

As outlined in a report of the Director of Property dated 1991 May 16, the Committee agreed to submit the following recommendation to City Council for approval:

That proposals be called for the provision of food services at City Hall including the operation of the Cafeteria for a term of five (5) years with an Option to Renew for further periods of three (3) years and two (2) years, commencing approximately October 15, 1991.

(b) **CITY-OWNED PROPERTIES 286, 290 AND 296 VICTORIA AVE. N.**

As outlined in a report of the Director of Property dated 1991 May 16, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the use of the City owned properties known as 290 and 296 Victoria Avenue North which were acquired for municipal purposes and not Hospital purposes persay, be offered to the Hospital on the basis of charging fair market rent.
- (b) That the use of the City owned property known as 286 Victoria Avenue North by the Hospital continue on the basis of rent free occupancy inasmuch as this property was purchased specifically for Hospital purposes.

(c) **FORMER WEST AVENUE SCHOOL**

The Committee was in receipt of a report from the Director of Property dated 1991 May 7 listing the proposals received from non-profit social, charitable and community based organizations to use the former West Avenue School.

Following consideration, the Committee agreed to refer the proposals to a Review Group comprised of Alderman Copps and staff for evaluation and that the proposals be short-listed and brought back to the Finance and Administration Committee.

The Committee also directed that any proposals received after the April 17 deadline date shall not be considered in the review and evaluation process, including proposals received from the private sector (Upgrade Realty Inc.) which was one of the proposals received.

9. **TREASURER**

(a) **FINANCING OF ADDITIONAL EXPENDITURES AT MOUNTAIN ARENA ON PRIORITY BASIS**

As outlined in a report of the Treasurer dated 1991 May 21, the Committee agreed to submit the following recommendation to City Council for approval:

That, as referred to in Section 11 of the TWELFTH Report of the Parks and Recreation Committee, the total additional project costs in relation to safety, building code, user need, maintenance and energy saving improvements to the new Mountain Skating Centre on a priority basis including Architect Division costs up to a maximum of \$150,000. be financed from the savings of the Mountain Arena Twinning Project of \$2,011,586. Account Centre No. CF709041011 as approved by Council July 1990.

(b) **FINANCING BUILDING DEPARTMENT REORGANIZATION**

As outlined in a report of the Treasurer dated 1991 May 21, the Committee agreed to submit the following recommendation to City Council for approval:

That, as referred to in Section 6 of the NINTH Report of the Planning and Development Committee, the renovation of the Building Department reorganization of Administration and Plan Examination divisions in the amount of \$125,000. be included as a 1991 Capital Budget Project by reducing the Capital Contingency with the similar amount, and be financed by the Reserve for Capital Projects.

10. **DEVELOPMENT CHARGES PAYMENT AGREEMENT AND BY-LAW**

As outlined in a report of the Building Commissioner dated 1991 May 15, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the City of Hamilton approve a policy permitting the payment of development charges by the use of payment agreements entered into before the issuance of a building permit;
- (b) That the payment agreements referred to in Section (a) of this recommendation include the following provisions:
 - i. permitting the payment of development charges over a period of up to three (3) years from the date of payment agreement;
 - ii. charging interest on the development charges based on the City short term borrowing rate adjusted at the beginning of each month;
 - iii. requiring that the developer register the payment agreement on title at its own expense by providing a certificate to the City Solicitor certifying that the agreement is with the current owner of the lands and the agreement is registered on title to the land; and
 - iv. requiring the developer pay an administration fee of \$500. and this fee be incorporated in the Development Charges By-law .
- (c) That the Mayor and City Clerk be authorized and directed to execute payment agreements for development charges, said agreements to be in a form satisfactory to the City Solicitor.
- (d) That the policy of using payment agreements be reviewed in twelve (12) months.
- (e) That City Council recommend to the Region that they amend their policy with respect to payment agreements for the Regional Development charges to be consistent with the above-noted City policy. The Region presently allows payment agreements one year in duration while the City allows up to three years duration.

11. TAX BILLING SYSTEM - ALDERMAN D. AGOSTINO

The Committee had before it a copy of a letter from Alderman D. Agostino regarding the possibility of implementing a tax billing system similar to Stoney Creek.

Following observations made by Mr. Hindson, Director of Information Systems, the Committee directed that Alderman Agostino's proposal be referred to the Property/Taxation Steering Group for review.

12. MINISTRY OF MUNICIPAL AFFAIRS - FUNDING FOR MUNICIPAL EDUCATION AND TRAINING

The Committee was in receipt of a letter from Alderman D. Ross dated 1991 May 1, to which was attached a copy of a letter from Mr. Dave Cooke, Minister of Municipal Affairs, regarding the Ministry's commitment to municipal education and training and the three grant programs the Ministry would be offering for 1991.

The Minister enclosed an information package which details the eligibility criteria and application procedures for the three grants: the Municipal Student Awareness Program, the Municipal Management Training Program, and the Municipal Continuing Education Program.

Following discussion, direction was given that the literature from the Ministry of Municipal Affairs be referred to the staff of the Treasury Department for review to determine if there is any possible way of participating in or taking advantage of these programs at no extra cost to the City of Hamilton.

13. ADDED ITEMS**(a) HAMILTON NAVAL VETERANS' ASSOCIATION - 35TH ANNIVERSARY**

As outlined in a report of the City Clerk dated 1991 May 22, the Committee agreed to submit the following recommendation to City Council for approval:

That the Liquor Licence Board of Ontario be advised that the Council of the Corporation of the City of Hamilton deem the celebration of the 35th Anniversary of the Hamilton Naval Veterans' Association to be held June 14-16, 1991 to be an event of municipal significance and has no objection to it taking place.

(b) HAMILTON NEGEV TRIBUTE - 1991 JUNE 16

The Committee had before it for consideration a copy of a letter addressed to Mayor R. Morrow from the Chairman of the Hamilton Negev Tribute Dinner, dated 1991 April 29, requesting that the City of Hamilton purchase a full page advertisement containing a letter of congratulations for publication in the program book to be distributed at the dinner on Sunday, 1991 June 16, at a cost of \$650.

Following consideration, the Committee directed that the request be received with no action.

The meeting then adjourned.

Taken as read and approved,

**ALDERMAN B. HINKLEY, CHAIRMAN
FINANCE AND ADMINISTRATION COMMITTEE**

John Thompson, Secretary
Finance and Administration Committee

APPENDIX A

CITY OF HAMILTON

1991 PREVIOUSLY TABLED GENERAL GRANTS

<u>NAME OF ORGANIZATION</u> (1)	<u>AMOUNT REQUESTED</u> (2)	<u>RECOMMENDED AMOUNT</u> (3)	<u>ARTS ADVISORY RECOMMENDATION</u> (4)	<u>1990 GRANT</u> (5)	<u>Purpose/Comments</u> (6)
1. Cycle Hamilton	\$10,000.00	\$7,880.00	N/A	\$7,500.00	- Tabled pending acceptable financial statements - offset annual race costs
2. Hamilton Santa Claus Parade	\$25,000.00	\$18,400.00	N/A	\$17,500.00	- Tabled pending acceptable financial statements - offset annual parade costs
3. Running Mail of Pace	\$ 1,950.00	\$ 500.00	\$ N/A	\$	- Tabled pending acceptable financial statements and organizational information
TOTALS	\$36,950.00	\$26,780.00	\$ N/A	\$25,000.00	

Appendix "B" as referred to in Section 14 of the ELEVENTH Report of the Finance & Administration Committee for 1991.

Tuesday, 1991 May 28
6:00 o'clock p.m.
Room 233, City Hall

The Finance and Administration Committee and the Parks and Recreation Committee met in a special joint meeting.

Present: Finance and Administration Committee

Alderman B. Hinkley, Chairman
Alderman D. Ross, Vice-Chairman
Alderman T. Cooke
Alderman D. Agostino
Alderman V. J. Agro
Alderman T. Jackson
Alderman G. Copps

Absent: Mayor R. M. Morrow (City Business)
Alderman J. Gallagher (Vacation)

Present: Parks and Recreation Committee

Alderman T. Murray, Chairman
Alderman M. Kiss
Alderman B. Hinkley
Alderman G. Copps
Alderman F. Lombardo
Alderman T. Jackson

Absent: Mayor R. M. Morrow (City Business)
Alderman J. Gallagher (Vacation)
Alderman Wm. McCulloch (City Business)

Also Present: Alderman V. Formosi
Alderman D. Drury
Alderman D. Wilson
Alderman H. Merling
Mr. L. Sage, Chief Administrative Officer
Mr. J. Fitzpatrick, Deputy Fire Chief
Mr. R. Joyce, Fire Department
Mr. D. Cossette, Fire Department
Mr. D. Peters, Fire Department
Mr. J. Pavelka, Director of Public Works
Mr. C. Firth-Eagland, Public Works
Ms. Patrice Noé Johnson, City Solicitor
Mr. P. R. A. Hooker, Law Department
Mr. D. Vyce, Director of Property
Mr. R. Sugden, Director of Culture and Recreation
Mr. E. C. Matthews, City Treasurer
Mr. R. Hammel, Treasury Department
Mr. R. Martiniuk, Architect Division, Property Department
Mr. M. F. Main, Director of Traffic Services
Mr. A. Georgieff, Director of Local Planning
Ms. M. Domagala, Planning and Development Department
Mr. J. Thompson, Secretary, Finance and Administration Committee
Mr. K. Christenson, Secretary, Parks and Recreation Committee

The appointed Chairman, Alderman Hinkley called the meeting to order at 6:10 p.m.

FIRE CHIEF/DIRECTOR OF PUBLIC WORKS

AMALGAMATED FIRE DEPARTMENT - MACASSA PARK

The Committees were in receipt of a report from the Fire Chief and the Director of Public Works dated 1991 May 3 respecting the location of the proposed Amalgamated Fire Station in Macassa Park.

The Chairman introduced the issue and asked Deputy Fire Chief Fitzpatrick to give a brief overview of the reasons behind the recommendation.

Deputy Chief Fitzpatrick explained that the two existing stations presently serving this area of the Mountain do not adequately serve the community in terms of desired response time. He stated that the amalgamation of the two stations, in the area of Macassa Park would mean a response time for the station service area within the Department's guidelines. He indicated that through meetings with the Public Works Department and the Property Department, an agreement had been reached that a 2 acre parcel of Macassa Park was the preferred site for the proposed station. Mr. Pavelka, Director of Public Works stated that Macassa Park was considered a neighbourhood park but presently housed regional scale facilities. He indicated that the recommendation enabled the City to recover the park for neighbourhood use and redistribute the facilities to more suitable park sites.

Alderman Jackson stated that he had six reasons why he was against the locations of the fire station in the park. He stated that his first reason was a philosophical problem with park land being used for reasons other than recreational or park purposes. He stated that his second reason was that the amalgamation of the two fire stations did not result in any cost savings in terms of men or equipment. He indicated that the \$3,000,000.00 expenditure for the new station could be better spent refurbishing the two existing stations. Alderman Jackson's third reason was the proximity of the station to Franklin Road School and the safety aspect of the fire trucks and school children. He stated that his fourth reason was the station's proximity to Macassa Lodge. He explained that the noise created by fire trucks would disturb the elderly residents of the Lodge. The fifth reason Alderman Jackson raised was the "Domino Effect". He explained that twenty years ago, a school had been proposed for the site but had been defeated through the political process. He stated that if the fire station was now approved, other non-recreational facilities in this park and others could follow. Alderman Jackson stated that his sixth reason was that there was no guarantee that the \$800,000.00 cost for the fire station land would be used to offset the park loss in the Macassa Neighbourhood. Alderman Jackson closed by indicating that he had been given an 800 name petition against the fire station proposal by neighbourhood residents. Alderman Murray stated that one station in the area was preferable for the safety reasons pointed out by our fire experts. He stated that this proposal fit the City's established strategic plan for the safety of our citizens. He also states that many fire stations and schools co-exist without problems. Alderman Agostino stated that he felt that a fire station in this location would ruin the serenity of the seniors centre. He questioned the need for a station in this area. Alderman Formosi states that the area residents had been promised that after the school issue was defeated twenty years ago, they would not have to defend the park against development again. He said that by passing this resolution that a promise would be broken. Alderman Cooke suggested that the safety issue was the most important. He stated that he listened to the experts and from that was convinced that the station was needed in the area. He stated that the proximity to the Seniors Centre would be beneficial for the Seniors.

Following further discussion the Committees agreed that a joint recorded vote would be held on the following recommendation:

- (a) That approval be given to locate the proposed Amalgamated Fire Station which combines the Wentworth and Mohawk Station and the Upper Gage and Queensdale Station, in the north-west corner of Macassa Park.
- (b) That the \$800,000.00 in funds available for the acquisition of land for the Fire Station be transferred to the 5% Park Dedication Fund, to compensate for the loss of greenspace associated with the use of Macassa Park as the Fire Station site.
- (c) That staff be authorized to prepare, in conjunction with Macassa Neighbourhood Residents, a concept plan, cost estimates and implementation strategy for the enhancement of Macassa Park.
- (d) That staff be authorized to prepare, in conjunction with the affected sporting associations, a remedial action plan for the relocation of their recreational activities to an alternate location suitable for development as a host park for their activities.

The recommendation lost on a tie vote, therefore necessitating a negative recommendation being forwarded to Council.

Yeas: Aldermen Cooke, Hinkley, Lombardo, Murray - 4

Nays: Aldermen Kiss, Agro, Copps, Jackson - 4.

There being no further business, the meeting was adjourned.

Taken as read and approved,

**Alderman B. Hinkley, Joint Chairman
Finance and Administration and
Parks and Recreation Committees**

**John Thompson, Secretary
Finance and Administration Committee**

**Kevin Christenson, Secretary
Parks and Recreation Committee**

1991 May 28

B(i)

CITY OF HAMILTON
- RECOMMENDATION -

JUN 06 1991

DATE: 1991 June 6


REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF FOUR (4) 1/2 TON PICKUP
TRUCKS, UNITS #9329/24/50/53, AND THE
PURCHASE OF ONE (1) NEW UNIT, FLEET
SERVICES

RECOMMENDATION:

That a purchase order be issued to Carter G.M. Trucks, Hamilton, in the amount of \$82,104.25, including all taxes, to replace four (4) 1/2 ton pickup trucks Units #9329/24/50/53 and the purchase of one (1) new unit, being the lowest of four tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account #CH5X503 00101 (\$65,494.80) and Operating Equipment Account #CH58005 60408 (\$16,609.45).



T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND: Tender analysis

Carter G.M. Trucks, Hamilton	\$82,104.25
Holland Chev-Olds, Burlington	83,564.75
Johnston Motors, Hamilton	83,777.50
Queenston Chev-Olds, Hamilton	86,629.75

Above prices include all taxes. This tender was advertised and thirty-four (34) suppliers were requested to bid. Four declined. The units being replaced will be disposed of at a future auction.

B(ii)

CITY OF HAMILTON
- RECOMMENDATION -

JUN 06 1991

DATE: 1991 June 5


REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF TWO (2) TRUCKS, UNITS
#9234, 9352, FLEET SERVICES

RECOMMENDATION:

That a purchase order be issued to Carter G.M. Trucks, Hamilton, in the amount of \$52,702.20, including all taxes, to replace two (2) trucks Units #9234, 9352, being the lowest of four tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account #CH5X503 00101.



T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

BACKGROUND: Tender analysis

Carter G.M. Trucks, Hamilton	\$52,702.20
Eastgate Ford, Hamilton	52,814.90
Queenston Chev-Olds, Hamilton	58,095.70
King Equipment Manufacturing, Cambridge	64,010.50

Above prices include all taxes. This tender was advertised and thirty-four (34) suppliers were requested to bid. Four declined. The units being replaced will be disposed of at a future auction.

B (iii)

CITY OF HAMILTON
- RECOMMENDATION -

JUN 06 1991

DATE: 1991 June 6

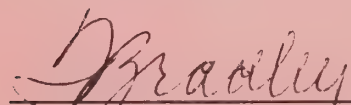
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF TWO (2) STAKE DUMP
TRUCKS, UNITS #9217, 9337, FLEET SERVICES

RECOMMENDATION:

That a purchase order be issued to Carter G.M. Trucks, Hamilton, in the amount of \$53,070.20, including all taxes, to replace two (2) stake dump trucks Units #9217, 9337, being the lowest of four tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account #CH5X503 00101.



T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND: Tender analysis

Carter G.M. Trucks, Hamilton	\$53,070.20
Eastgate Ford, Hamilton	53,962.60
Queenston Chev-Olds, Hamilton	58,949.00
King Equipment Manufacturing, Cambridge	64,940.50

Above prices include all taxes. This tender was advertised and thirty-four (34) suppliers were requested to bid. Four declined. The units being replaced will be disposed of at a future auction.

B(iv)

CITY OF HAMILTON
- RECOMMENDATION -

JUN 06 1991

DATE: 1991 June 6

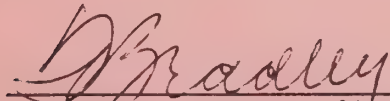
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF FOUR (4) TRUCKS, UNITS
#9212/31/2/9669, AND THE PURCHASE OF ONE
(1) NEW TRUCK, FLEET SERVICES

RECOMMENDATION:

That a purchase order be issued to Carter G.M. Trucks, Hamilton, in the amount of \$130,640, including all taxes, to replace four (4) trucks Units #9212/31/2/9669 and the purchase of one (1) new unit, being the lowest acceptable of three tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account #CH5X503 00101.



T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND: Tender analysis

Eastgate Ford, Hamilton	\$128,966.75 *
Carter G.M. Trucks, Hamilton	130,640.00
Queenston Chev-Olds, Hamilton	148,062.50

* Incomplete bid

Above prices include all taxes. This tender was advertised and thirty-four (34) suppliers were requested to bid. Four declined. The units being replaced will be disposed of at a future auction.

B(v)

CITY OF HAMILTON
- RECOMMENDATION -

JUN 10 1991

DATE: 1991 June 7

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF ONE (1) 33,000 LB. CAB AND
CHASSIS COMPLETE WITH PLATFORM, UNIT
#9006, FLEET SERVICES

RECOMMENDATION:

That a purchase order be issued to King Equipment Mfg. Corp., Cambridge, in the amount of \$61,864.51 including all taxes, to replace one (1) 33,000 lb. cab and chassis complete with platform, to replace unit #9006, being the lowest acceptable of four tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed through Reserve for Replacement of Mobile Equipment Account #CH5X503 00101.



T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND: Tender Analysis

Altruck Transportation, Hamilton	\$52,911.50 *
King Equipment Mfg. Corp., Cambridge	61,864.51
Eastgate Ford, Hamilton	63,520.25
Hamilton Mack, Burlington	73,658.36

* Bid on conventional cab when cab over chassis was specified, due to turning radius, visibility and safety and limited space during operation. Above prices include all taxes. This tender was advertised and seventeen companies requested to bid. Unit being replaced will be disposed of at a future auction.

B(vi)

CITY OF HAMILTON

- RECOMMENDATION -

JUN 10 1991

DATE: 1991 June 7

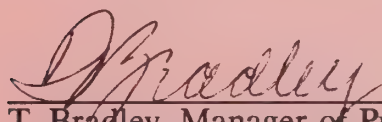
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF ONE (1) 35,000 LB. CAB AND
CHASSIS COMPLETE WITH HYDRAULIC PUMP
AND PLATFORM, UNIT #9226, FLEET SERVICES

RECOMMENDATION:

That a purchase order be issued to King Equipment Mfg. Corp., Cambridge, in the amount of \$74,664.04 including all taxes, to replace one (1) 35,000 lb. cab and chassis complete with hydraulic pump and platform, to replace unit #9226, being the lowest acceptable of six tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed through Reserve for Replacement of Mobile Equipment Account #CH5X503 00101.



T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND: Tender Analysis

Eastgate Ford, Hamilton	57,655.25 *
Altruck Transportation, Hamilton	64,052.70 **
King Equipment Mfg. Corp., Cambridge	74,664.04
Hamilton Mack, Burlington	76,190.38 *
Transway Systems Inc., Hamilton	78,471.95
Transway Systems Inc., Hamilton	81,346.95

* Incomplete bid ** Bid on conventional cab when cab over chassis was specified, due to turning radius, visibility and safety and limited space during operation. Above prices include all taxes. This tender was advertised and seventeen companies requested to bid. Unit being replaced will be disposed of at a future auction.

B(vii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 12

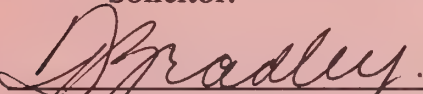
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: SUPPLY AND MAINTENANCE OF TIRES, CITY
GARAGE

RECOMMENDATION:

- a) That a purchase order be issued to General Tire Canada, Hamilton, being the lowest acceptable of five tenders received for the supply and servicing of tires during 1991, for an estimated cost of \$66 560, with an option in favour of the City to renew for an additional three one year term at the unit prices stated, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed through various approved accounts.
- b) That a contract be entered into for the servicing of tires satisfactory to the City Solicitor.


T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND: Tender Analysis based on estimates for 1991

	Monthly <u>Service</u>	Emergency <u>Call</u>	Estimated Cost to Supply <u>Tires</u>	<u>Total</u>
J & M Tire, Hamilton *	\$2,600	\$28.00	\$47,500	\$63,700
General Tire Canada, Hamilton	2,240	40.00	52,000	66,560
Trans Tire Inc., Stoney Creek	4,400	36.00	47,700	75,108
MacKenzie Tire, Hamilton	2,800	45.00	57,000	75,060
Beverly Tire Service, Dundas	2,735	44.00	58,000	75,642

* This company has had the contract for the past ten months and staff are not satisfied with the service. This tender was advertised and thirty suppliers requested to bid.

c.c. City Solicitor
Accounts Payable

B (viii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 6

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF TWO (2) TRACTORS
COMPLETE WITH CABS AND PLOWS, UNITS
#9473/9, FLEET SERVICES

RECOMMENDATION:

That a purchase order be issued to Bryan's Farm & Industrial, Puslinch, in the amount of \$62,606, including all taxes, to replace two (2) Tractors complete with cabs and plows, Units #9473/9, being the only tender received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account #CH5X503 00101.



T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

BACKGROUND: Tender analysis

This tender was advertised and twenty-three (23) suppliers were requested to bid. Three declined. The units being replaced will be disposed of at a future auction.

B(i x)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 6

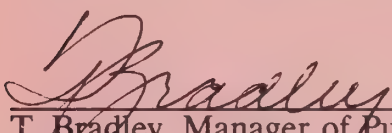
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF THREE (3) TRACTORS WITH
ROLL BARS, UNITS #9414/5/95, FLEET SERVICES

RECOMMENDATION:

That a purchase order be issued to Bryan's Farm & Industrial, Puslinch, in the amount of \$62,859, including all taxes, to replace three (3) Tractors with roll bars Units #9414/5/95, being the only tender received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account #CH5X503 00101.



T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

BACKGROUND: Tender analysis

This tender was advertised and twenty-three (23) suppliers were requested to bid. Three declined. The units being replaced will be disposed of at a future auction.

B(x)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1991 June 6

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF THREE (3) 4WD
HYDROSTATIC TRACTORS UNITS #9508/24/20,
FLEET SERVICES

RECOMMENDATION:

That a purchase order be issued to Bryan's Farm & Industrial, Puslinch, in the amount of \$73,034, including all taxes, to replace three (3) 4WD Hydrostatic Tractors Units #9508/24/20, being the lowest of two tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account #CH5X503 00101.



T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND: Tender analysis

Bryan's Farm & Industrial, Puslinch
VQuip Inc., Burlington

\$73,034.00
73,376.47

Above prices include all taxes. This tender was advertised and twenty-three (23) suppliers were requested to bid. Three declined. The units being replaced will be disposed of at a future auction.

B(xi)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 12

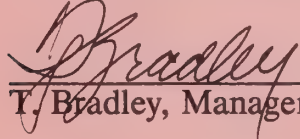
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF TWO (2) MOBILE STREET
SWEEPERS, UNITS #9564/59, FLEET SERVICES

RECOMMENDATION:

That a purchase order be issued to G.C. Duke Equipment Ltd., Burlington, in the amount of \$254 586, including all applicable taxes and trade-ins, to replace two (2) Mobile Street Sweepers, Units #9564/59, Fleet Services, being the lowest acceptable tender of four received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed through Reserve for Replacement of Mobile Equipment Account No. CH5X503 00101 (\$140 793) and Capital Funds Account No. CF5500 609151006 (\$113 793).



T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

BACKGROUND: Tender Analysis

Marmac Limited, Rexdale	\$167,447.00 *
G.C. Duke Equipment Limited, Burlington	254,586.00
Frink Canada, Cambridge	272,520.80
VQuip Inc., Burlington	290,776.88

* The 3 wheeled units bid were found unacceptable following a demonstration, and do not meet specifications for travel speed, hydraulic temperature gauge, suspension. Above prices include all applicable taxes. This tender was advertised and five suppliers requested to bid.

B(xii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 12


REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REROOF DUNDURN CASTLE

RECOMMENDATION:

- a) That a purchase order be issued to Schreiber Brothers Limited, Hamilton, in the amount of \$237 570, including all taxes and a contingency allowance of \$52 000, being the lowest of three tenders received, to reroof Dundurn Castle in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed through Major Maintenance Account No. CF5255 318941003.
- b) That a contract be entered into satisfactory to the City Solicitor.


T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND: Tender Analysis

Schreiber Brothers Limited, Hamilton	\$237 570
Whiteside Roofing & Sheet Metal, Burlington	308 470
J.D. Strachan Construction, King City	366 900

Above prices include all taxes and a contingency of \$52 000. This tender was advertised and twenty-seven suppliers requested to bid.

c.c. City Solicitor
Accounts Payable

C(i)

CITY OF HAMILTON
- RECOMMENDATION -

JUN 03 1991

DATE: 1991 June 3

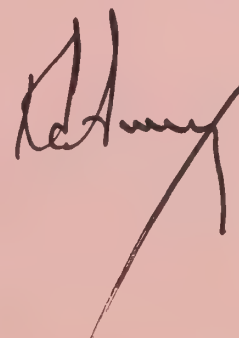
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Torch Run Ceremony and Reception
1991 Ontario Games for the Physically Disabled

RECOMMENDATION:

- a) That approval be given to the action taken by the City Clerk in authorizing the Ontario Games for the Physically Disabled Committee to use the following City Hall facilities on Thursday, 1991 June 20 during the 1991 Ontario Games for the Physically Disabled:
- i) City Hall forecourt - flagpole area from 12:30 p.m. - 1:30 p.m. for a Torch Ceremony.
 - ii) Second floor foyer outside Council Chambers from 12:00 noon until 3:00 p.m. for a reception.
 - iii) Ontario Games flag to be flown at City Hall.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: Mayor's Office
Mr. R. Swan, Manager
Property Maintenance Division
Mrs. R. Morrison
City Clerk's Office
Information Desk
File

C(ii)

CITY OF HAMILTON
- RECOMMENDATION -

MAY 27 1991

DATE: 1991 May 21

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Big Brother Association - Use of City Hall Forecourt

RECOMMENDATION:

- a) That permission be granted to the Big Brother Association of Burlington and Hamilton-Wentworth Inc. to use the City Hall forecourt on Friday, 1991 September 06 from 11:30 a.m. to 1:00 p.m. for a media event during Big Brother Month.



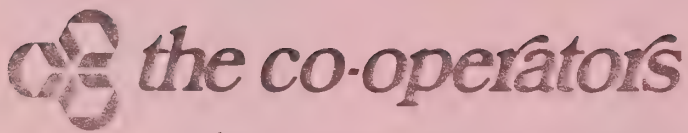
FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Big Brother Association propose to have adults pushing unmatched children in soapbox cars on a mini course on the forecourt. A copy of the Big Brother Association insurance policy is attached for the information for members of the Finance and Administration Committee.

cc: Mr. R. Swan, Manager
Property Maintenance Division
Mrs. R. Morrison
City Clerk's Office
Information Desk
File



Priory Square, GUELPH, Ontario, N1H 6P8 TEL. (519) 824-4400
FAX (519) 767-1669

Jan 15, 1991

Big Brother Association of Burlington and Hamilton-Wentworth Inc.
639 Main Street East,
HAMILTON, Ontario
L8M 1J4

TO WHOM IT MAY CONCERN:

Re: Big Brother Association of Burlington and Hamilton-Wentworth Inc.
Big Brothers of Canada Master Policy CM 1133900
Location 57
Comprehensive General Liability Policy
Policy Period: December 31, 1990 - December 31, 1991

This will confirm that, as of the date shown, the referred Named Insured is covered for bodily injury and property damage in the amount of \$2,000,000. inclusive with respect to their operations as a Big Brothers Agency.

Subject to all the terms and conditions of the policy, the following coverages are included:

- Premises and Operations Liability
- Products and Completed Operations Liability
- Owners/Contractors Protective Liability
- All Risks Tenants Legal Liability (Limit \$ 500,000.)
- Liquor License Endorsement
- Occurrence Property Damage Endorsement
- Cross Liability Clause
- Incidental Medical Malpractice Endorsement
- Broad Form Property Damage Endorsement
- Non Owned Watercraft Endorsement
- Contingent Employer's Liability Endorsement
- Personal Injury Endorsement
- Advertising Injury Liability Endorsement
- Professional Liability Endorsement (Limit \$1,000,000.)
- Additional Insureds: The Regional Municipality of Halton;
The Corporation of the City of Burlington
The Regional Municipality of Hamilton-Wentworth
The Corporation of the City of Hamilton
'Cadillac Fairview Corporation and its' Mortgagees:
 - Limeridge Mall, Eastgate Square, Centre Mall and Burlington Mall.

Leanna Harvey, per
(Mrs.) Gayle MacDonald, F.I.I.C.
Underwriter - Corporate Commercial

C(iii)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1991 May 17

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: C.L.C. Flag

RECOMMENDATION:

- a) That the request of the Hamilton and District Labour Council C.L.C. to fly the C.L.C. flag at City Hall from Friday, 1991 August 30 - Friday, 1990 September 06.
- b) That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: Mayor's Office
Mr. R. Swan, Manager
Property Maintenance Division
File

C(iv)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 13

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Fly the Flag for Canada Committee Press Conference

RECOMMENDATION:

That approval be given to the action taken by the City Clerk in granting permission to the Fly the Flag for Canada Committee to use the second floor lobby and related equipment on Tuesday, 1991 June 18 at 9:30 a.m. for a Press Conference and official launching of the Fly the Flag for Canada campaign.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: Mayor's Office
Mr. R. Swan, Manager
Property Maintenance Division
Mrs. R. Morrison
City Clerk's Office
Information Desk
File

A handwritten signature in black ink, appearing to be 'K. E. Avery', with a long diagonal line extending downwards from the end of the signature.

C(v)

CITY OF HAMILTON

- RECOMMENDATION -

JUN 04 1991

DATE: 1991 June 3

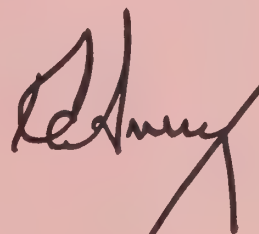
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Arts and the Cities - Use of Council Chambers

RECOMMENDATION:

- a) That approval be given to the action taken by the City Clerk in authorizing the National Arts Organization ARTS AND THE CITIES to use the Council Chambers on Saturday, 1991 June 15 from 9:00 a.m. - 6:00 p.m. and Sunday, June 16 from 9:00 a.m. to 12:30 p.m. for their Annual General Meeting.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Sufficient funds are available in Account No. CH555222-10034 - Use of City Facilities and Equipment by Outside Groups for Property Maintenance Staff overtime associated with this event.

cc: File

C(vi)

CITY OF HAMILTON

- RECOMMENDATION -

MAY 27 1991

DATE: 1991 May 21

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Use of Council Chamber - Amnesty International
Hamilton Group

RECOMMENDATION:

- a) That permission be granted to Amnesty International Hamilton Group 1 to use the Council Chamber on Tuesday, 1991 December 10 at 7:30 p.m. for a Proclamation Ceremony to celebrate Human Rights Day.
- b) That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: Mayor's Office
Mr. R. Swan, Manager
Property Maintenance Division
Mrs. R. Morrison
City Clerk's Office
Information Desk
File

C(vii)

CITY OF HAMILTON

- RECOMMENDATION -

JUN 03 1991

DATE: 1991 June 3

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: C. J. Coutts, Secretary
Hamilton Status of Women Sub-Committee

SUBJECT: USE OF COUNCIL CHAMBERS AND MEETING
ROOMS - CHILD SEXUAL ABUSE PUBLIC
AWARENESS FORUM

RECOMMENDATION:

That approval be given to the action taken by the City Clerk in granting permission to the Hamilton Status of Women Sub-Committee to use the City Council Chambers and the three City Hall Meeting Rooms to hold a Child Sexual Abuse Public Awareness Forum on Saturday, 1991 June 22.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

This Public Awareness Forum will be held on Saturday, 1991 June 22 from 8:30 o'clock a.m. to 2:30 o'clock p.m. and will feature as Speaker, Mr. Rix Rogers, National Advisor on Child Sexual Abuse.

c.c. Mrs. S. Glover, City Clerk's Department
Mr. R. Swan, Manager, Property Maintenance

C(viii)

CITY OF HAMILTON

- RECOMMENDATION -

JUN 10 1991

DATE: 1991 June 10

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: C. J. Coutts, Secretary
Canusa Games Board of Directors

SUBJECT: USE OF CITY HALL FORECOURT - CANUSA
GAMES CLOSING CEREMONIES

RECOMMENDATION:

- a) That permission be granted to the Canusa Games Board of Directors to use the City Hall forecourt on Sunday, 1991 August 11 from 8:00 o'clock a.m. to 12:00 o'clock noon for the purpose of holding the Canusa Games Closing Ceremonies; and
- b) That the first floor washrooms be open to the Canusa Games competitors; and
- c) That Property Maintenance staff be requested to activate the sound system for this event.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Sufficient funds are available within the Canusa Games Budget.

BACKGROUND:

Hamilton will host more than 1,000 competitors from Flint, Michigan, from 1991 August 9 - 11 for the 37th Annual Canusa Games.

c.c. Mrs. S. Glover, City Clerk's Department
Mr. R. Swan, Property Maintenance

C(ix)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1991 June 12

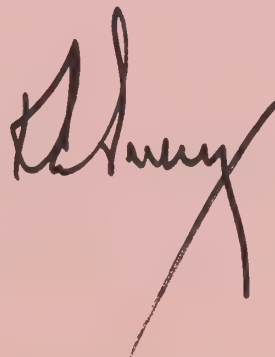
REPORT TO: Mr. J. Thompson
Secretary, Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: St. Mary's Portuguese Parish Festivals

RECOMMENDATION:

That the Council of the Corporation of the City of Hamilton deem the annual festivals of the St. Mary's Portuguese Parish to be held on June 29 and 30, 1991(St. Peter); August 9, 10 and 11, 1991 (Our Lady of the Angels-Patron Saint) and August 30 and September 1, 1991 (Santa Cecilia Feast) to be events of municipal significance and has no objection to issuance of Special Occasion Permits for these festivals.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

These events will take place outside at St. Mary's School Playground and at Sts. Cyril & Methodius Church Parking Lot. The festivities consist of religious ceremonies, processions, bazaar and band tattoo. They are requesting a Special Occasion Permit from the Ontario Liquor Control Board for their festivals and require a letter of approval from the Municipal Clerk.



PARÓQUIA DE SANTA MARIA

Fr. Francisco de Medeiros Janeiro, C.S.Sp.

(416) 527-4216

February 16th, 1991

To:

Deputy City Clerk

= Licensing Department

City Hall Of Hamilton , Ontario.

Dear Deputy City Clerk:

The St.Mary's Portuguese Parish has scheduled their annual Festivities as following:

= June 29 and 30, 1991 = St.Peter

= August 9-10 & 11, 1991 = Our Lady of the Angels-Patron Saint

= August 30 and September 1st, 1991 = Santa Cecilia feast.

All of them will take place outside at St.Mary's School Playground and at Sts. Cyril & Methodius Church Parking Lot.

The Festivities consist of religious Ceremonies, Processions, bazaar, and Band Tattoo.

We are requesting a Special Occasion Permit from the Ontario Liquor Control Board for our Festivals and we therefore require a letter of approval from your Department .

Thanking you in advance, I remain,

Sincerely Yours,

Father Francisco Janeiro

=Pastor=



C(x)

CITY OF HAMILTON
- RECOMMENDATION -

JUN 11 1991

DATE: 1991 June 10

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: CIVIC AWARDS - HAMILTON MINOR HOCKEY
COUNCIL

RECOMMENDATION:

That civic silver pins be awarded to the following members of the Hamilton Minor Hockey Council "AAA" Midget Team for winning the 1990 - 91 Longshoremen's Hockey Club Provincial Championship:

Angelo Amore
David Aussem
Jon Baker
Chris Beattie
Mike Bodnaruk
Dru Burgess
Colby Constant
Shayne Fritz
Gary Gosse
Brent Holdsworth
Mike Kydd
Cheyne Lazar

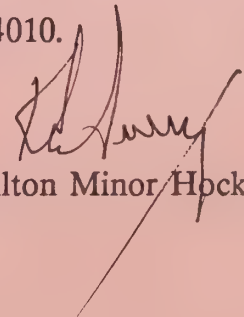
Mike Massis
Chris McMurtry
Pat Richardson
Jason Stewart
Paul Talbot
Sam Oliveira
Chris Galeazza
Charlie Lawson
Mel Boyd, Head Coach
Gavin Ballie, Assistant Coach
Murray Cameron, Assistant Coach

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Approximately \$295.00 to be financed from Account No. CH 56126 84010.

BACKGROUND:

Confirmation of this Championship has been received from the Hamilton Minor Hockey Council.



C(xi)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1991 June 13

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: CIVIC AWARD - CANADIAN GYMNASTICS
FEDERATION - THERESA WOLF

RECOMMENDATION:

That a civic gold ring be awarded to Theresa Wolf for winning the Canadian Junior Women Gymnastics Championship held in Saskatoon, Saskatchewan from 1991 May 16 - 19.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Approximately \$180.00 to be financed from Account No. CH 56126 84010.

BACKGROUND:

Confirmation of this Championship has been received from the Saskatchewan Gymnastics Association.

Theresa Wolf was presented with a civic silver ring in 1990 for winning the 1990 Women's Novice Canadian Gymnastics Federation Title.

C(x ii)

CITY OF HAMILTON

RECOMMENDATION

DATE: 1991 June 7

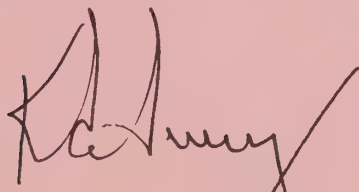
REPORT TO: Mr. John Thompson, Secretary
Finance & Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: 1990 ASSESSMENT ROLL CORRECTION

RECOMMENDATION:

That, as provided for in Section 123(1) of the Education Act, dealing with the correction of a clerical error in respect of school support, the taxes for the municipal property known as 73 Main Street East in the City of Hamilton, be directed to the Separate School Board.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

BACKGROUND:

It has been brought to the attention of the Assessment Department by the Hamilton-Wentworth Roman Catholic Separate School Board that the above mentioned address was incorrectly returned as a public school supporter on the 1990 Assessment Roll.



ASSESSMENT REGION NO. 19

Regional Municipality of
Hamilton-Wentworth

RÉGION D'ÉVALUATION N° 19

Municipalité régionale de
Hamilton-Wentworth

119 King Street West
3rd Floor
P.O. Box 2112
Hamilton, Ontario
L8N 3Z9

119 rue King ouest
3^e étage
C.P. 2112
Hamilton (Ontario)
L8N 3Z9

(416) 521-7469

(416) 521-7469

Fax (416) 521-7206

Fax (416) 521-7206

June 5, 1991

RECEIVED

JUN 6 1991

CITY CLERKS

Mr. Keith Avery
City Clerk
City of Hamilton
71 Main Street west
HAMILTON, Ontario
L8N 3T4

Dear Mr. Avery:

It has been brought to our attention by the Hamilton-Wentworth Roman Catholic Separate School Board that the following roll number was incorrectly returned as a public school supporter on the 1990 Assessment Roll:

25 18 020 151 00400 0030
Joymarmon Properties Inc
73 Main Street East

Would you please institute proceedings in accordance with Section 123(1) of the Education Act to have the taxes directed to the separate system.

Thank you for your assistance in this matter.

Yours truly,

Corinne K. McCormack
Manager, Data Services & Mapping

CKM:wp

cc. R.L. Cushing, Regional Assessment Commissioner
J. Wintar, Administrator, Assessment & Transportation
H. Elzinga, Corporate Controller, Joymarmon Properties

C (xiii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 10

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: CITIZEN APPOINTMENTS - HAMILTON STATUS OF
WOMEN SUB-COMMITTEE

RECOMMENDATION:

That the Finance and Administration Committee appoint two (2) citizen members to the Hamilton Status of Women Sub-Committee from the applications submitted and attached hereto as Appendix "A", for a term to expire 1991 November 30.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

Letters of resignation have been received from Suzanne Cornforth and Mary Sullivan, whose terms of office would have expired 1991 November 30. Given that plans are now underway for the 1991 Women of the Year Dinner and that these vacancies may affect the Committee's quorum, it has been requested that these two positions be filled immediately.

Attached

APPENDIX A

HAMILTON STATUS OF WOMEN SUB-COMMITTEE

2 TO BE APPOINTED
(for a term to expire 1991 November 30)

COMPOSITION	MEMBERS RESIGNING	TERM OF OFFICE
2 Members from City Council	Suzanne Cornforth	1991 November 30
15 Citizen Members	Mary Sullivan	1991 November 30

APPLICANTS:

- a) Ms. Majorie Brown, 269 Cranbrook Crescent, Hamilton, L9C 4T2
- b) Ms. Elaine Couto, 2-208 Herkimer Street, Hamilton, L8P 2H6
- c) Ms. Marge Geroux, 236 Eaglewood Drive, Hamilton, L8W 1S9
- d) Ms. Schellie Maybee, 50 Glen Road, Suite 506, Hamilton, L8S 4N3
- e) Ms. Jacqueline Munro, 707-200 Jackson Street West, Hamilton, L8P 4R9
- f) Ms. Carole-Marie Zoghaib, 43 Monteagle Court, Hamilton, L9C 6Y1

June 11, 1991

RECEI

a

JUN 12

Mr K. E. Avery, City Clerk
Corporation of the City of Hamilton
City Hall
71 Main Street West
Hamilton, L8N 3T4

CITY CLERKS

Dear Mr Avery:

Re: Appointment to Hamilton Status of Women Sub-Committee

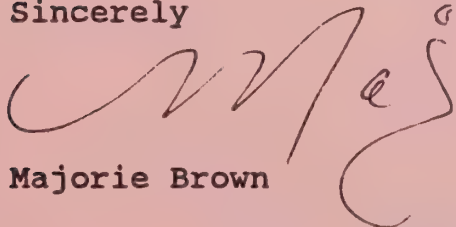
Please accept the enclosed as application to the Hamilton Status of Women Sub-Committee of the Finance and Administration Committee of City Council.

Acting in an advisory capacity on issues affecting women would not only give me the opportunity to contribute to this community, but I would be in a position to learn about matters of social and municipal concern. As I continue to grow in knowledge and interest, volunteering at the Board executive level, assisting in fundraising events and acting in the frontlines, I believe the time has come to make a more significant contribution of my energies in Hamilton.

As you can see by my resume and information, most of my activities have taken place in Toronto, as I had developed relationships when first I left Hamilton to attend the University of Toronto. Since the late 1970s', I have organized, studied and investigated on behalf of several groups.

Thank you for giving me this opportunity to return to the community and be an active citizen,

Sincerely



Majorie Brown

encl resume, summary, background info

cc Mark Garber, Manager, Career Services, Mohawk College

/mb

MAJORIE BROWN

269 CRANBROOK CRESCENT
HAMILTON, ONTARIO

416-385-5215

"...EXCELLENT APTITUDE FOR INNOVATIVE IDEAS AND STRATEGIC PLANNING..."

K. Bailey, Professor, Ryerson

"...KEEN INTEREST IN HER FIELD...PERFORMS EXTREMELY WELL..."

A. Chesterton, Counsellor, Humber College

"...WELL HONED TEACHING, COUNSELLING AND PRESENTATION SKILLS..."

M. Kvenich, Professor, Humber College

PROFESSIONAL SKILLS and ABILITIES

ADVISING/COUNSELLING/COMMUNICATION

Ten years Youth Leadership and Intervention Programs

Six years Crisis Befriending 24 hour line

Three years Career Education and Planning

ADMINISTRATION/ANALYSIS/DEVELOPMENT

Ten years Volunteer Board/Program management

Eight years Enterprise Management

Five years Consulting in Problem diagnosis

SUPERVISION/PLANNING/ORGANIZATION

Five years independent contracting in Payroll

Three years Mainframe/Microcomputer applications

Three years monitoring and tutoring students

RECRUITMENT/TRAINING/MARKETING

Two years Federal Government Programs

Two years Provincial Government Programs

Two years Academic Services

EDUCATION

BACHELOR OF BUSINESS MANAGEMENT, HONOURS

Ryerson Polytechnical Institute

Toronto, Ontario

CURRENT EMPLOYMENT

Researcher

Mohawk College of Applied Arts and Technology
Hamilton, Ontario

Career Development Division
416-575-2405

CONTRACT EXPERIENCE

1990

Public Service Commission of Canada
EMPLOYMENT EQUITY RECRUITER

1989

Ontario Ministry of Agriculture and Food
END-USER ANALYST

1989

Employment and Immigration Canada
SUPERVISOR CEC-SUMMER

1988

Humber College of Applied Arts and Technology
PROJECT OFFICER

SELF DEVELOPMENT INITIATIVES

Entrepreneurial Interests

ABA Consulting Solutions
Psema4 Communications
RoleCall Foundation

Volunteer Activities

Distress Centre Inc.
Boys and Girls Clubs of Canada
Pathfinder Clubs of Canada

REFERENCES

available on request

BIOGRAPHICAL SUMMARY

NAME: **M a j o r i e A n g e l B r o w n**
 ADDRESS: 426-75 MacNab St. S
 FAX#: 416-575-2359
 POSITION:

S.I.N.#: 453-039-851
 PHONE#: 416-522-9922
 WORK#: 416-575-2405

EDUCATION

Post Grad(Planned)	OISE	Toronto	Education, Med/EdD	92	97
GRADUATE	McMaster U.	Hamilton	Business, MBA	91	93
UNIVERSITY	Ryerson P.I.	Toronto	Business, BBM	76	90
COLLEGE	Humber Coll	Toronto	Microcomputer	87	88
Associations					

REFERENCES

NAME & ADDRESS	PROFESSION	CATEGORY	FROM	TO
1. Mike Kvenich Humber College School of Business	Professor Phone (416) 743-0994	Education	1987	1991
2. Roy Williams Ryerson Polytech. School of Business	Professor, Director, (416) 979-5325	Education	1988	1991
3. Mark Garber Mohawk College Career Services	Manager Phone (416) 575-2405	Work	Feb 91	pres.

YOU may contact my past and present employers also.
 EXCEPTIONS _____

GENERAL

1. MOST IMPORTANT GOALS: *To develop skills in counselling*
2. LEISURE ACTIVITIES: *Reading journals in psychology/education*
3. FAVOURITE FOOD: *Complete vegetarian, Mexican and Italian*
4. FAVOURITE HOBBY: *Designing Haute Couture clothing, Jazz music*
5. ARE YOU COMPUTER LITERATE ? *YES NO

I certify that this and all other information is correct. If I am a possible job candidate, I hereby authorize you to contact my employers.

SIGNED: _____ DATE: _____

HOW TO STAY IN THE JOB MARKET

AFTER RETIREMENT

THE FACILITATOR, Majorie Brown (BBM Ryerson), DIRECTOR of RoleCall Foundation, has been a Consultant and Lecturer in:

- o Small Business Management
- o Enterprise Development
- o Professional Development
- o Career Planning and Renewal

For over 20 years, Majorie has designed, analysed, developed and participated in community volunteer programs as member of board, treasurer, committee leader, executive and befriender for:

- o Young people from childhood to maturity- Pathfinders
- o Inner City Youth Clubs and agencies- Boys & Girls Clubs
- o People in crisis requesting assistance- Distress Centre
- o Women enduring powerless relationships- Assaulted Womens' Helpline

She has been active in her church since childhood in the Pathfinder Clubs and is a Master Guide through that organization, which develops leadership skills and encourages citizenship & community volunteerism.

As a role model, mentor, facilitator and group leader, Majorie is energetic and deeply committed to growth towards excellence. She is a continuing learner at the graduate level with aspirations for post-graduate work in the field of Adult Education. Her most recent entrepreneurial activities include:

- o President - ABA Management Services 5 years
- o Director - Angel Brown and Associates all new Consulting Solutions
- o President - Psema4 Communications Inc.
- o Director - RoleCall Foundation International, which offers a ten course series in Intentional Career Strategies, workshops designed for the many stages of life and career development for individuals and workgroups.

Don't miss this once in a lifetime opportunity to attend the new workshop offered at Mohawk College in Hamilton at the Fennell Campus on September 14, 9:00am to 5:00pm. Invite a friend to register with you and circle the date on your calendars today!

RE

b

11 June 1991

4:30 pm
CITY CLERKS

K.E. Avery, City Clerk
City Hall
71 Main St. W.
Hamilton, Ont.
L8N 3T4

Re. Vacancy on Hamilton Status of Women Sub-Committee

Dear Mr. Avery:

I understand that there is currently a vacancy on the Status of Women Sub-Committee and I would like to apply for this position. Please find attached my resume. I think that my experience will enable me to make a contribution to this committee.

While at the University of Guelph, I was active on the campus. I was an early member of the Women's Issues Collective at Guelph University. I was one of the editors of a student literary publication, *Carouse!*, during my third year. Later, during my fourth year of undergraduate studies and as a graduate student I was among the participants in two publications produced by the Drama and English Departments there: *Canada on Stage* and *Canadian Theatre*. As a Drama student, I also assisted and acted in a number of theatre productions. As a graduate student, I taught a speech-writing course for students in the agricultural diploma course. I was the Chief Electoral Officer for the Central Student Association's Student Elections in 1986. As a graduate student, I was the English Department's representative for the Graduate Student Association.

I have been working in Hamilton for the last three years at *The New Hamilton Weekly*, initially as the Events Diary Co-ordinator, and currently as the business and advertising manager. A year ago I moved to the City and during this past year I have been trying to establish myself in my job. Now I feel that I am prepared to take on new responsibilities.

I think that my experience will be of assistance to the Status of Women Sub-Committee. It is my opinion that it is only through women actively becoming involved in the political process and tackling the problems which face them through this process, that they will be able to deal with the problems facing them and society.

Thank-you for your consideration.

Yours truly,

Elaine Couto

Elaine Couto

208 Herkimer St. - #2

Hamilton, Ont.

L8P 2H6

/enc1.

ELAINE COUTO

208 Herkimer St. , #2

Hamilton, Ont.

LBP 2H6

EDUCATION: M.A. English 1989

University of Guelph

B.A. English and Drama, 1987

University of Guelph

Film & T.V. Production

Humber College, Rexdale, Ont

WORK HISTORY:

May 1988- The New Hamilton Weekly

Present 131 John St. S., Ste. 207

Hamilton, Ont.

LBN 3C2

Position: Advertising and Business Manager (From January 1991)

Events Diary Co-ordinator (1987-90)

Previous Work:

Jan. 1987- Records of Canadian Theatre

Aug. 1987 Dept. of Drama

& University of Guelph

Jan. 1988 Guelph, Ont.

Apr. 1988 *Position:* Research Assistant

Oct. 1984- Eaton's

April 1987 Eatons Centre

Guelph, Ont.

Position: Sales Clerk, Women's Fashions

Summer 1983 Photo Corp. of Canada, Ltd

Bay Portrait Studio, Japer Ave.

Edmonton, Alta.

Position: Communicator

2.

May 1981- Photo Corp. of Canada, Ltd.
Aug. 1982 2706 Slough St. W.
Mississauga, Ont.
Position: Lab Statistician

Summer 1981 Malton Theatre
(Part-time) Westwood Mall
Mississauga, Ont.
Position: Assistant Manager

Nov. 1979- Jane Park Drug Mart
Aug. 1980 Jane St.
Toronto, Ont.
Position: Pharmacist's Assistant

Summer 1979 Bruce Lea Haven Nursing Home
Walkerton, Ont.
Position: Nurse's Aide

Summer 1978 Walkerton Recreation Dept.
Children's Summer Drama Program
Walkerton, Ont.
Position: Supervisor

COMMUNITY ACTIVITIES:

September 1987- English Dept. Representative to the Graduate Student Association
May 1988 University of Guelph

Winter 1986 Chief Electoral Officer
Central Student Association Elections, University of Guelph

1984-85 Co-editor, Carousel: A Literary/Arts Magazine
University of Guelph

1982-83 Member of Women's Issues Collective

3.

AWARDS

University Graduate Departmental Scholarship 1987

Dean's Honour Roll

College of Arts Alumni Drama Prize 1987

Greenmor Book Award 1984

Early In-Course Scholarship, Spring 1983

REFERENCES

Rolf Gerstenberger, Publisher

The New Hamilton Weekly

131 John St. S., Suite 207

Hamilton, Ont.

L8N 4C3

527-0070

C

June 12, 1991

Mr. Keith Avery
City Clerk
City Clerk's Office
71 Main Street West
Hamilton, Ontario
L8N 3T4

Re: Status of Women Committee

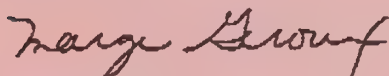
Dear Mr. Avery:

I understand that you are presently looking to recruit new members for the Status of Women Committee. Attached is a copy of my resume for your consideration.

After spending some time chatting with a former member of the committee, Mrs. Suzanne Cornforth, whom I know well, I would be very interested in sitting on this committee.

Thank you for your consideration of my application.

Sincerely,



Marge Garoux

MARGE GEROUX

236 Eaglewood Drive
Hamilton, Ontario
L8W 1S9

Home no.: 575-1034
Office no.: 525-9140
ext.2867

WORK EXPERIENCE:

September 1989 - present

Administrator, School of Occupational Therapy and
Physiotherapy

Responsibilities include providing administrative support to the School in areas of education, research and clinical service. This includes the day-to-day functioning of the school; preparation and monitoring of budgets; defining and maintaining performance standards, policies and procedures; designing, implementing and evaluating staff and space plans and design and maintenance of network communications.

December 1980 - September 1989

Administrative Assistant to Administrative Officer,
Faculty of Health Sciences

Administrative Responsibilities:

Responsibilities included providing administrative support to the Administrative Officer to facilitate the administrative operations of the Faculty; budget management of Health Sciences Planning Offices, several Ministry of Health Budgets including Emergency Health Services and Northwestern Ontario Medical Programme and Staff Development Budget; coordinating immigration requirements for faculty recruitment and liaising with Manpower and Immigration as well as the Ministry of Health officials; maintained an effective liaison with hospital officials, legal council, health professionals, government officials as necessary in this positions; responded to various enquiries and "sensitive" problem situations directed to our office; supervise and delegate work to support staff.

Programme Responsibilities:

Operated as Hamilton contact for the Northwestern Ontario Medical Programme (elective programme for McMaster medical students/residents); monitored and reported on the annual budget; prepared statistical reports and graphic presentations of the programme activities; designed brochures, evaluation forms, etc.; toured annually with the Ministry of Health to promote the programme to the various Ontario Universities (with medical schools).

Research Responsibilities:

Managed tracking study of the Northwestern Ontario Medical Programme tracking study; developed, maintained and provided statistical analysis of a complete database of the participants in the programme.

August 1979 - December 1980

Secretary, Personnel Services
Faculty of Health Sciences, McMaster University

June 1978 - August 1979

Clerk/Typist & Receptionist, Personnel Services
Gilmour Hall, McMaster University

- 2 -

Marge Geroux continued ...

EDUCATION:

1977 Honours Graduate Diploma
St. Mary's Secondary School

Business Courses/Workshops:

Management Skills for Administrative Personnel (Toronto)
Advanced Administrative Development (Banff, Alberta)
Business Writing (Toronto)
Supervisor's Symposium (Toronto)
Time Management
Successful Management (Toronto)
Supervisory Skills (Hamilton)
Effective Business Communication
Understanding Human Behaviour

Computer/Communication Courses:

VaxMail/Netnorth
Cosy Conferencing
PROFS (IBM Professional Office Systems)
DBASE III+
Lotus 123

SPECIAL PROJECTS/COMMITTEES:

Planning Committee - McMaster Professional
Conference for Secretaries

- member of the organizing/planning committee for the professional conference for clerical/ secretarial staff of McMaster University. From October 1985 to the present time, we have organized six very successful conferences.

Pilot Project - IBM Profs Automated System

- instructed various personnel in the Faculty in the use of the PROFS system; acted as resource person to users within the Faculty

ROLM Computerized Telephone System

- acted as resource coordinator for the implementation of the ROLM telephone system within the Faculty; advised individual departments in the set-up, structure and special features of the system

PAPERS/PUBLICATIONS:

M. Geroux, P. Maurer - The Northwestern Ontario Medical Programme. Fifteen Years Experience in Remote-Site Medical Education. Published by Conjoint Meeting of Canadian Paediatric Society and the Chinese Medical Association. The China Connection, November 1988. Presented by NOMP Chairman, Dr. P.J. Neelands to the Chinese Medical Association, Beijing, China, November, 1988.

This paper is also scheduled to be published in the Canadian Medical Association Journal (CMAJ).

- 3 -

Marge Geroux continued ...

HOBBIES & INTERESTS:

Enjoy jogging, bowling, reading, swimming and "playing" with various computer software programmes.

At the present time, I am involved with Girl Guides of Canada as a Guide Leader.

I also instructed students in martial arts (karate) for 10 years but am not currently involved in this activity.

Teaching is still a great interest of mine - I hope to pursue teaching part-time studies in the evening at Mohawk College in the instruction of various computer software packages.

REFERENCES:

Mrs. Barbara Cooper
Associate Dean
School of Occupational Therapy & Physiotherapy
McMaster University
(416) 575-2524

Mrs. Suzanne Cornforth
Director, External Communications
Office of Public Relations
McMaster University
(416) 525-9140, extension 2354

RECEIVED

JUN 12 1991

Schell
50 Glen
Hamilton, C

d

CITY CLERKS

June 11, 1991

Mr. K.E. Avery
City Clerk, City Hall
71 Main Street West
Hamilton, Ontario L8N 3T4

Re: Hamilton Status of Women Sub-Committee

Dear Sir:

Please accept this letter and enclosed resume as my application for an appointment to the Hamilton Status of Women Sub-Committee.

My strong organizational and administrative skills have been developed through my work at McMaster University involving policy development and analysis, liaising with all levels of government and project management. Having worked within extensive committee structures, including chairing a committee of ten volunteers, I have developed the interpersonal skills necessary to work effectively with a wide range of people. I would like to use these skills as a member of the Hamilton Status of Women Sub-Committee.

My experiences at McMaster opened my eyes to a number of issues confronting women in Hamilton. Having been an active participant of the McMaster Students Union's Daycare Committee for several years, as well as having sat on the executive committee which dealt with its financial concerns, I am well aware of the problems which exist for women in this area. Housing, poverty and shelters for abused women and children are other issues whose need to be addressed has been made more urgent because of the tough economic times we have been facing.

My first awareness of the Hamilton Status of Women Sub-Committee was when I watched the most recent Women of the Year Dinner on television. The women honoured that night were truly inspiring, and I cannot help but feel that with women like that leading the charge, surely if we all work together, we can help alleviate some of the problems faced by women in our community.

The combination of my work experience, volunteer activities and my educational background in the Social Sciences has given me the skills to enable me to be an active, vocal and useful member of the Committee. I would truly appreciate the opportunity to serve on the Hamilton status of Women Sub-Committee.

Yours sincerely,



Schellie Maybee

Schellie Maybee
50 Glen Road, Suite 506
Hamilton, Ontario L8S 4N3
(416) 570-0470

STRENGTHS

- Organizational** Experience organizing information and public awareness campaigns, and coordinating special events. Ability to delegate responsibility, to motivate and train both volunteers and employees. Work well independently and within a team environment. Systematic approach to goal-setting includes the ability to organize time and establish effective priorities among competing requirements using organizational tools such as personal computers.
- Finance** Experience with payroll, data maintenance, records management, basic accounting, security procedures associated with departmental opening/closing, and other potential risks. Financial planning including preparing project proposals, supervising budget execution, and furnishing program evaluations.
- Communications** Strong verbal, written and interpersonal skills. Public relations and customer service background includes communications strategies, media relations and preparing public information documents.
- Analysis** Experience monitoring, evaluating, and developing responses to public policy. Accurate memory for detail, ability to assimilate new information quickly and to provide innovative approaches in problem-solving.

WORK HISTORY

- 1987-present** **Senior Customer Service Representative/CSR Trainer.** Canada Trust, Hamilton, Ontario. Duties include maintaining a cash balance of \$45,000-\$60,000; verification of daily branch transactions; providing administrative support for internal financial processes; records management; and advising clients on a wide range of financial services. Responsible for the training and ongoing support of customer service staff in bank policies, procedures and products; and customer service methods identified through the Canada Trust *People Best* program.
- 1989-90** **Chairperson, External Affairs.** McMaster Students Union Inc., Hamilton, Ontario. Developed a dynamic team environment among a committee of ten volunteers. Implemented campus and community programs to raise awareness of social, public policy and educational issues and improve campus-community relations. Monitored and evaluated the impact of public policy with relation to post-secondary education, developed responses and liaised with all levels of government. Also served on the Student Union's executive and long-range planning committees, responsible for administering revenue generating and non-profit services. Administered a departmental budget of \$15,000.
- 1986-88** **Information Centre Manager.** McMaster Students Union Inc., Hamilton, Ontario. Hired, trained and scheduled a staff of 14; prepared and administered a budget of \$15,000; developed cash control and accounting systems for annual sales exceeding \$150,000, and coordinated special event ticket sales. Expanded profit generating operations to include exclusive agreements with area transportation and entertainment companies. Acted as a campus recruiter for the Cool School, an institute devoted to helping high school students with learning disabilities, and coordinated on-campus volunteer recruitment.

- 1982-88 **Accounts Clerk II - Accounting Department.** Eaton's, Oshawa, Ontario.
Duties included receiving payments, cash control for a Ticketron/Lottery outlet; and acting as a customer service agent. Additional tasks relating to store closing included store-wide cash control; lock-up; and alarm systems control.
- Summer **Assembly Line Verification.** General Motors of Canada Ltd., Oshawa, Ontario.
1985 Acted as a quality control agent on the plant assembly line, rotated as a vacation replacement,
1986 and gained assembly experience in the plastics/injection moulding department.

UNIVERSITY ACTIVITIES

- 1988-90 **McMaster University Senate**
Worked with senior administrators and members of the faculty in determining McMaster's priorities for curriculum, discipline and student-service policies.
- McMaster Board-Senate Committee on Academic Planning**
Brought the student perspective to deliberations encompassing the University's administrative structure, curriculum, land and facilities planning, and other long-term development issues.
- University Committee on City-Student Relations**
- 1986-90 **Senate Board for Student Appeals**
 McMaster Student Representative Assembly
- 1988-89 **Founding President, McMaster Social Sciences Society**
Co-founded a student society in the largest academic division of the University. Sought and won approval in a referendum for a student levy that now provides an annual budget of \$45,000.
- 1986-88 **Campus Liaison, Hamilton Volunteer Bureau**
Coordinated on-campus promotion of volunteer positions across the City of Hamilton.

EDUCATION

Continuing part-time studies at McMaster University leading to a Bachelor of Arts in Political Science.

Chancellor's Entrance Scholarship, McMaster University, Hamilton, Ontario

Secondary School Honours Graduation Diploma (1984), O'Neill Collegiate Institute, Oshawa, Ontario.

REFERENCES

Available on request.

RECEIVED

JUN 12 1991

CITY CLERKS *June*, ...

Mrs K. E. Avery
City Clerk
City Hall
71 Main Street West
L8N 3T4

Dear Mrs Avery:

I wish to be considered for appointment
to the Hamilton Status of Women Sub-
Committee and am forwarding my resume.

I am very interested in helping to organize
activities of the Hamilton Status of Women
making people aware of the ramifications
of violence against women in our society and
the new unemployment insurance parental
benefits that came into effect in November.

I am interested in establishing the purpose of
the Status of Women.

The Status of Women sees that the concerns of women are integrated at all levels of the govt's policy and decision making process

I wish to make people aware of International Women's Day. It is an occasion to focus on the position of women in society and women's achievements

I am interested in improving the employment opportunities for women, thus improving the quality of women's lives

Sincerely,
Jacqueline Munro

R E S U M E

JACQUELINE MUNRO
707-200 Jackson Street West
Hamilton, Ontario
L8P 4R9
(416) 522-7070

EDUCATION:

1990 - 1991

MOHAWK COLLEGE

Focus on Skills
Hamilton, Ontario

A twenty-six week course designed for women re-
entering the work force. *Several placements*

1972 - 1977

ALGONQUIN COLLEGE

Ottawa, Ontario

The following library courses have been
completed:

Reference Service I, II
Cataloguing and Classifications I, II
Library Methods and Equipment
Audio Visual Methods
(part-time studies)

1968

CARLETON UNIVERSITY

SCHOOL OF JOURNALISM

Ottawa, Ontario

Public Relations Course
Writing Course
(part-time studies)

1962 - 1966

FRANCE CANADA AND ALLIANCE FRANCAISE

Toronto, Ontario

Completed French courses on a part time basis.

1965

UNIVERSITY OF ALBERTA

Banff School of Fine Arts
Banff, Alberta

Completed a diploma in Theatre and Stage
Movement.
(summer program)

1958 - 1961

UNIVERSITY OF TORONTO

Toronto, Ontario

Bachelor of Arts Program Specializing in
French, German and Social Sciences.

1957

CANADA BUSINESS COLLEGE

Hamilton, Ontario

Completed a typing and record keeping course.

ADDITIONAL EDUCATION:

Public Service Examination in French and Typing for Secretaries.

Tourism and Hospitality Course at Mohawk College.

Libraries Review Course.

EMPLOYMENT HISTORY:

OTTAWA

1974 - 1985

SPORT INFORMATION RESOURCE CENTRE

Inter-library loans, indexing and general reference work.

DEPARTMENT OF NATIONAL REVENUE

Library Technician in charge of inter-library loans and reference work - English and French.

SECRETARY OF STATE

Cataloguing Department of the Library.

DEPARTMENT OF TRANSPORT

Periodical Section of the library.

NATIONAL ARTS CENTRE

Performing Arts Library in the Administrative Department.

HOUSE OF COMMONS

Members Secretarial staff.

TORONTO

1964 - 1973

PRINCESS MARGARET HOSPITAL

Library Assistant in Cancer Research.

OSGOODE HALL, GREAT HALL LIBRARY

Legal Librarian Assistant

ONTARIO PROVINCIAL GOVERNMENT

Department of Education
Secretarial Work.

PERSONAL ACTIVITIES:

I have been involved in a variety of Community Activities and my general interests include Drama, Music, and Sports.

REFERENCES:

Mrs. Ruth Faulks
Secretary
The Church of the Ascension
64 Forest Avenue
Hamilton, Ontario
L8N 1X1
(416) 544-8438

Mr. Kenneth Dechert
Barrister & Solicitor
201-636 Upper James Street
Hamilton, Ontario
L9C 2Z2
(416) 387-2711

Alderman Ben Nobleman
Ward One - City of York
2700 Eglinton Avenue East
Toronto, Ontario
M6M 1O1
(416) 782-7397

Mr. John McCabe
505-42 Herkimer Street
Hamilton, Ontario
L8P 2G4
(416) 522-7070

RECE

JUN 12

CITY CLERK

June 11, 1991

K.E. Avery
City Clerk, City Hall
Hamilton, Ontario
L8N 3T4

Dear Mr. Avery:

Re: Hamilton Status of Women Sub-Committee

I would like to express my interest in serving on this committee for the following reasons.

(1) I am a recent graduate from the University of Western Ontario and have a great interest in the establishment of government policies affecting status of women. During my university career, I was fortunate to have completed courses in Women's Studies. This has benefitted me greatly, in that, I am very aware of the achievements women have experienced within the last while. Through this interest, I have continued to follow government policy changes affecting women. I now wish to serve on such a committee so as to have a say in policies affecting the women of Hamilton, and therefore affecting me.

(2) As a professional woman, the opportunity of serving on this committee is invaluable.

(3) I wish to gain closer contact with the Corporation of the City of Hamilton so as to contribute worthwhile achievements to the citizens, especially women, of Hamilton.

You can contact me at 387-2229 or 575-2405 ext. 3383 where I am currently working as a Research Assistant involved in Graduate and Employer Success Factor Analysis. I would appreciate your consideration in this matter and I hope to hear from you at your earliest convenience.

Sincerely yours,



Carole-Marie Zoghaib
43 Monteagle Court
Hamilton, Ontario
L9C 6Y1

CAROLE MARIE ZOGHAIB

**43 Monteagle Court
Hamilton, Ontario, L9C 6Y1
416-387-2229**

EDUCATION

**1991
Bachelor of Arts in Sociology
University of Western Ontario**

PROFESSIONAL SKILLS

- o LEADERSHIP/ORGANIZATIONAL EFFECTIVENESS
supervised 120 staff/enforced Liquor Licence
implemented training seminar for 60 staff**
- o TEAMWORK/INTERPERSONAL/SELF-MANAGEMENT
collaborated with four executive administrators
intervened and solved critical Customer Service situations**
- o RECRUITMENT/COUNSELLING/LABOUR MARKET ANALYSIS
initiated and implemented hiring for 60 positions
interviewed, counselled and referred students seeking jobs**
- o COMMUNICATION/PRESENTATION/MARKETING
maintained accurate personnel files for 120 staff
practiced effective administrative verbal/written/aural skills**

WORK EXPERIENCE

- o Elbow Room Tavern, University of Western Ontario, 1989-1991**
- o University Student's Council, U.W.O., 1989-1991**
- o Metro Hamilton Canada Employment Centre, 1989/1990**
- o Hamilton Worker's Compensation Board, 1988**

INTERESTS

Aerobics, Intramural Activities, Volunteer Work

REFERENCES

Available upon Request

D(i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 11

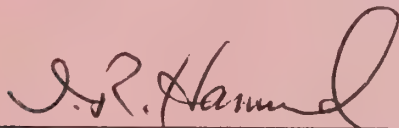
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. Roy Hammel
Acting Treasurer

SUBJECT: FINANCING CITY'S SHARE OF SERVICES IN SUBDIVISION
FOR DA-90-78

RECOMMENDATION:

That the City's share of services to be installed in Rymal Square Estates Subdivision in the gross amount of \$107,016.43 for DA-90-78 be financed from the Reserve for City's Share of Services through Unsubdivided Lands.



I.R. Hammel, Acting Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation. This project is included in the 1991-1995 Capital Budget Program.

BACKGROUND:

This item will be considered by the Transport and Environment Committee on June 17, 1991. Please refer to the letter of June 7, 1991 from Mr. L. D. Turvey, Commissioner of Transportation/Environmental Services.

c.c. Ms. T. Agnello, Secretary, Transport and Environment Committee
Mr. L. D. Turvey, P.Eng., Commissioner of Transportation
Environmental Services
Attention: Mr. T. Gill
Ms. P. Noé Johnson, City Solicitor

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 7
800-91 L. Ryan

REPORT TO: T. Agnello, Secretary
Transport and Environment Committee

FROM: L. D. Turvey, P.Eng.
Commissioner of Transportation/
Environmental Services

SUBJECT: 1991 City of Hamilton
Capital Reconstruction Programme

RECOMMENDATION:

- a) That any excess funds, up to \$1,552,000, available upon awarding of all 1991 Reconstruction Programme Contracts, be transferred to the City of Hamilton's 1991 Capital General Contingency Fund;
- b) Should funds become available in excess of the \$1,552,000, that consideration be given to undertaking a Supplementary Road and Sidewalk Reconstruction Programme in 1991;
- c) That the reconstruction of sidewalks on Main Street West between Gary Avenue and Hwy. #403, estimated at \$309,000, be deleted from the 1991 Reconstruction Programme;
- d) That the reconstruction of sidewalks on Longwood Road between Main Street West and Aberdeen Avenue, estimated at \$56,000, be added to the 1991 Reconstruction Programme;
- e) That the reconstruction of sidewalks on Upper Ottawa Street from Mountain Brow Boulevard to Fennell Avenue, estimated at \$128,000, be added to the 1991 Reconstruction Programme, once the road project has been approved by the Region of Hamilton-Wentworth.


Cont'd...

-Page 2-
1991 June 7

1991 City of Hamilton
Capital Reconstruction Programme

Cont'd...

- f) That the Commissioner of Transportation/Environmental Services be authorized to undertake the works on behalf of the City of Hamilton once all the necessary approvals have been received.


for L. D. Turvey, P. Eng.
Commissioner of Transportation/
Environmental Services

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

To enable the undertaking of the 1991 City of Hamilton Capital Reconstruction Programme in the amount of \$9,400,000, \$1,552,000 was financed from the City's 1991 Capital General Contingency Fund. It was intended that a Supplementary Reconstruction Programme not be undertaken this year, but rather any excess funds as a result of low contract prices be returned to the Contingency Fund.

At this time, it would appear that funds in excess of the \$1,552,000 will be available, therefore a portion of the Supplementary Programme that was prepared, but not included in the Council approved reconstruction package, may be undertaken.

Additional funds totalling \$309,000 are also available within the City's Capital Reconstruction Budget as the Region's scheduled road work on Main Street West between Gary Avenue and Hwy. 403 has been postponed. The \$309,000 which was originally budgeted for sidewalk reconstruction on Main Street West will be re-allocated to sidewalk replacement on Longwood Road (a \$56,000 expenditure) and possibly Upper Ottawa Street between Mountain Brow Boulevard and Fennell Avenue (a \$128,000 expenditure). The Region received Provincial funding as part of the Anti-Recession Programme and is considering utilizing a portion of those funds for the reconstruction of Upper Ottawa Street; however, at this time, project scheduling has not been confirmed.

Cont'd...

-Page 3-
1991 June 7

1991 City of Hamilton
Capital Reconstruction Programme

Cont'd...

BACKGROUND:

The 1991 City of Hamilton Capital Reconstruction Programme was approved in the amount of \$9,400,000. A condition of approval of the Budget was that any excess funds as a result of lower than estimated contract prices be returned to the City's Contingency Fund of which \$1,552,000 was withdrawn as a contribution to the reconstruction budget. Although exact figures will not be available until the majority of contracts have been awarded by mid-summer, it would appear that an amount in excess of \$1,552,000 will be available. Therefore, all money owed will be transferred back to the Contingency Fund. It is possible that a Supplementary Road and Sidewalk Reconstruction Programme could be undertaken dependent upon budget constraints. The Supplementary Programme which was prepared but not forwarded to Council is as follows:

Ashland Avenue - Tenth Avenue to Winchester Boulevard
Rodgers Road - King Street to Central Avenue
Barnesdale Avenue - Dunsmure Road to Main Street
Stirton Street - Wilson Street to Cannon Street.

At this point in time it has not been determined which roadway(s) would be reconstructed as the amount of money available will not be known until the end of July.

The Region of Hamilton-Wentworth had intended to reconstruct Main Street West between Gary Avenue and Hwy. 403 in 1991. Accordingly, the City had budgeted for sidewalk reconstruction within the same limits. However, due to property constraints, the Region has rescheduled the proposed works to 1992. A total of \$309,000 was allocated for sidewalk replacement. Of these funds \$56,000 should be allocated to sidewalk replacement on Longwood Road between Main Street West and Aberdeen Avenue, a portion of the project the Region is proceeding with.

Upper Ottawa Street was originally scheduled for Regional construction in 1992; however, money for 1991 projects recently received from the Province of Ontario's Anti-Recession Programme may accelerate the Upper Ottawa Street proposal. If this is approved by Regional Council, there will be \$128,000 of sidewalk reconstruction which should be undertaken at the same time to reduce inconvenience to the abutting property owners. This could be funded from the savings in the Main Street West sidewalk project.

LR:cad

cc: K. E. Avery, City Clerk
cc: E. C. Matthews, City Treasurer
cc: P. Noe Johnson, City Solicitor
cc: J. D. Thompson, Secretary
Finance & Administration Committee

JUN 12 1991

1991 Servicing Expenditures related to Subdivisions

Cont'd....

- iii) That the Mayor and City Clerk be authorized and directed to execute the proposed Subdivision Agreements between the City and the respective owners.
- iv) That the approval of the above clauses be subject to the condition that no work be commenced until the Final Plans and subdivision agreements have been registered.
- v) That in the event any Subdivider wishes to proceed prior to the registration of the Final Survey Plan, he should be permitted to do so at his own risk, provided that he enters into a Standard Agreement for Pre-Servicing.
- vi) That the City's Share of costs for services in these developments (\$ 69,932.63) be approved and that the Finance and Administration Committee recommend the source of funding for these projects.
- vii) That the Final Plan of Subdivision for "Abbey Hill Farm - Phase 2" not be released for registration until the Final Plan of Subdivision for "South Hill - Phase 1" has been registered.
- viii) That additional funding in the amount of \$5,150.00 for the City's share of Municipal Services on Upper Wellington Street under a Modified Subdivision Agreement for land severance application H-150-88 (Wellington Chase Inc.) be approved and that the Finance and Administration Committee recommend a source of funding.

Ted Gain

✱ L.D. Turvey, P. Eng.
Commissioner of Transportation/
Environmental Services

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Under present policies, the City of Hamilton shares costs of installing services within subdivisions. Cost sharing for the developments being approved are in accordance with standard City of Hamilton policies as shown on Schedule "A" attached.

Cont'd.....

1991 Servicing Expenditures related to Subdivisions

Cont'd....

"ABBEY HILL FARM - PHASE 2"

The total estimated cost of City's share of services for this development to be approved is \$ 41, 126.28.

The City's share of costs is associated with City Park Lands along Krieghoff Drive and includes the cost of storm and sanitary sewers (\$ 9,552.99) for the portion of the park north of Westlawn Drive as well as watermain and above ground works (\$ 31,573.29) for the full frontage of the park along Krieghoff Drive and is non-recoverable in the future. The total estimated cost of the subdivider's share in this development is \$ 127,661.91. (as noted on Schedule "A").

"CRERAR PLACE"

The total estimated cost of City's Share of services for this development to be approved is \$15,135.00. A portion of the City's share of costs (\$10,451.00) is associated with a 0.30 m reserve along Crerar Drive, adjacent to Part 3, Plan 62R-10676 which the City has already recovered monies for above ground works, and lifted the 0.30 m reserve under Land Severance Application H-117 to 119-89. The remaining portion of the City's share (\$ 4,684.00) is for oversizing of Crerar Drive road and is non-recoverable. The total estimated cost of the Subdivider's share in this development is \$ 99,750.00. (as noted on schedule "A").

"SOUTH HILL - PHASE 1"

The total estimated cost of City's share of services for this development to be approved is \$13,671.35. The City's share of costs is associated with City Parklands adjacent to a storm and sanitary sewer easement for the portion of the park south of Westlawn Drive, and is non-recoverable. The easement will become Krieghoff Drive, upon registration of the Final Plan for Abbey Hill Farm - Phase 2,. The total estimated subdividers share in this development is \$ 300,871.07. (as noted in Schedule "A").

"WELLINGTON CHASE INC."(H-150-88), HAMILTON

The total estimated cost of the City's share of services to be approved at this time for Land Severance H-150-88 (Wellington Chase Inc.) is \$5,150.00 and is non-recoverable.

Cont'd....

1991 Servicing Expenditures related to Subdivisions

Cont'd....

BACKGROUND:

"ABBEY HILL FARM - PHASE 2" AND SOUTH HILL - PHASE 1, HAMILTON

On 1990, January 25 and 1989, December 13, City Council recommended that subdivision agreements be entered into between the City and Owners of Abbey Hill Farm - Phase 2 and South Hill -Phase 1 Subdivisions respectively.

The development of "Abbey Hill Farm-Phase 2" will result in the creation of 18 single family residential lots. The development of South Hill - Phase 1 - will result in the creation of 43 single family residential lots. The estimated cost of above ground municipal services for each development has been calculated in accordance with present City policy and there will be cost sharing with the City for above ground and underground services adjacent to a future City Park on Krieghoff Drive.

City Council has previously approved engineering schedules for "Abbey Hill Farm - Phase 2" and South Hill subdivisions on 1990, August 28. The subdivision agreements were prepared by Engineering Staff and sent to the Owners in September of 1990 for execution, however they were never returned to the City.

Now, the Owner of South Hill wishes to develop the land in smaller phases and as more than a reasonable amount of time has passed since the subdivision agreements were sent out for execution, it is recommended that the engineering Schedules and Subdivision agreements be revised to reflect current policy for both developments.

The lands of "Abbey Hill Farm-Phase 2" and South Hill - Phase 1" are located south of Rymal Road West and West of Upper James Street in the Kennedy East Neighbourhood.

"BAR-BROCK ESTATES-PHASE 3", HAMILTON

On April 4, 1988 Regional Council approved item No. 3 of the 7-88 Report of Economic Development and Planning Committee for the draft plan of Queendale Garden homes Ltd., owner of this Development known as BAR-BROCK ESTATES-PHASE 3 and is located in the Eleanor neighbourhood. This development will create 32 Single Family Residential units. There is no City Share for this Development. (See Schedule "A" attached).

"CRERAR PLACE"

On 1991, February 26 City Council recommended that a Subdivision Agreement be entered

Cont'd.....

1991 Servicing Expenditures related to Subdivisions

Cont'd....

into between the owner of "Crerar Place" and the City of Hamilton. The development of "Crerar Place" will result in the creation of 12 single family residential lots. The estimated cost of above ground services has been calculated in accordance with present City of Hamilton policy and there will be cost sharing with the City for oversized roadways on Crerar Drive and 0.30 reserves on Crerar Drive, adjacent to Part 3 of Plan 62R-10676.

In this particular case, the City of Hamilton has already recovered monies for above ground works on Crerar Drive adjacent to Part 3 of Plan 62R-10676 under land severance application H-117 to 119-89. therefore the City's share in this development will not be recoverable in the future.

The lands of "Crerar Place" are located north of Stone Church Road East and West of Upper Wentworth Street in the Crerar Neighbourhood.

"EDAN HEIGHTS-PHASE 1", HAMILTON

On August 23rd, 1990 as authorized by By-Law No. R89-171, Mr. J.D. Thoms, Commissioner of Planning and Development approved the draft plan of Mr. D. Valeniti, owner of this development known as Edan Heights. Phase 1 of this Development will result in the creation of 20 single family lots. (See Schedule "A" attached). This development is located in the Butler Neighbourhood south of Beaverton Drive. There is no City share for this subdivision.

"WELLINGTON CHASE INC." (H-150-88), HAMILTON

Approval for the City's share of services in Land Severance H-150-88 have previously been granted by Council. However, due to extremes between the finished grades of the sidewalks and the adjacent private lands fronting a portion of Upper Wellington Street, additional servicing in the way of retaining walls, hand railings and tree and stump-removal have to be included. As a result, the actual construction costs will be higher than the original estimates and therefore additional monies are required to finance the City's share of costs. The actual design of the sidewalk and related facilities were considered and approved by the Transport and Environment Committee in 1990. The lands of Land Severance H-150-88 are located in the Barnstown Neighbourhood, south of Stone Church Road East and east of Upper Wellington Street.

cc: J. Thompson, Secretary, Finance and Administration Committee
cc: E.C. Matthews, city Treasury Department
cc: P. Noe Johnson, City Law Department

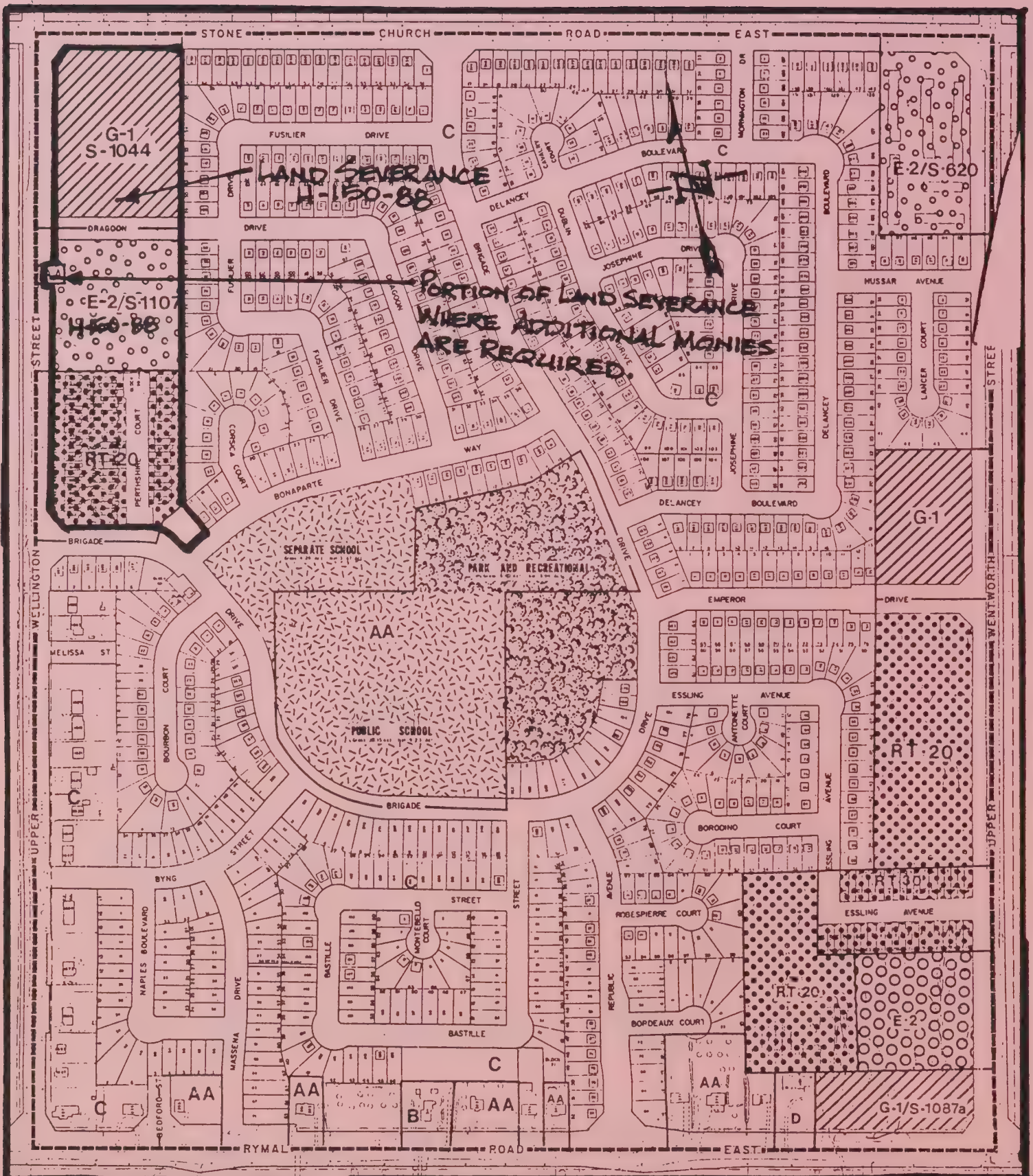
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1991 SUBDIVISION EXPENDITURE SUMMARY

CITY'S SHARE
OF EXPENDITURES

Name of: Subdivision Developer Consultant Surveyor	# of Lots and Location	Subdivision Agreement Authorization	Description Of Works	0.3 Metre Reserve Costs	Non-recoverable & Oversized Costs	Total City's Share	Total Subdivider's Share	Total Servicing Costs
Abbey Hill Farm-Phase 2 Shedaco Holdings Ltd. Ashenhurst Nouwens Ltd. Geof Aldworth, O.L.S. (Dept. File S701-63)	18 Lots Hamilton	89-12-12 P&D 28-89 Item No. 10	Catch Basins & Connections Curbs & Sidewalks Finished Roads Dead End Barricade Street Lighting Storm & Sanitary Sewers Watermains Fencing Sodding	-NIL- -NIL- -NIL- -NIL- -NIL- -NIL- -NIL- -NIL- -NIL- -NIL-	-NIL- \$6,311.81 \$13,096.60 -NIL- \$1,179.00 \$9,552.99 \$5,534.02 \$4,352.29 \$1,099.56	\$41,126.27	\$127,661.96	\$ 168,788.24
Bar-Brock Estates - PH. 3 Queendale Garden William L. Sears and Associates J. D. Peters, O.L.S. (Dept. File S702-44)	32 Lots Hamilton	88-03-29 P&D 6-88 Item 16(b)	Catch Basins & Connections Curbs & Sidewalks Finished Roads Dead End Barricade Street Lighting	-NIL- -NIL- -NIL- -NIL- -NIL- -NIL-	-NIL- -NIL- -NIL- -NIL- -NIL-	-NIL- -NIL- -NIL- -NIL-	\$340,107.01	\$ 340,107.01
Creer Place Luciano Scornaienchini A. J. Clarke & Assoc. Ltd. A. J. Clarke, O.L.S. (Dept. File S703-74)	12 Lots Hamilton	91-02-26 P&D Report 3-91 Item No. 4	Catch Basins & Connections Curbs & Sidewalks Finished Roads Dead End Barricade Street Lighting Sodding	\$ 1,131.00 \$ 3,157.00 \$ 5,770.00 -NIL- -NIL- -NIL- \$ 393.00	-NIL- -NIL- \$4,684.00 -NIL-	\$15,135.00	\$ 99,750.00	\$ 114,885.00
Edan Heights - PH. 1 603976 Ontario Ltd. Urbex Engineering Ltd. A. J. Clarke, O.L.S. (Dept. File S705-30)	20 Lots Hamilton	90-08-23	Catch Basins & Connections Curbs & Sidewalks Finished Roads Dead End Barricade Street Lighting	-NIL- -NIL- -NIL- -NIL- -NIL- -NIL-	-NIL- -NIL- -NIL- -NIL- -NIL-	-NIL- -NIL- -NIL- -NIL-	\$ 96,317.17	\$ 96,317.17
South Hill - PH. 1 Wardpark Developments Ashenhurst Nouwens Ltd. Geoff Aldworth, O.L.S. (Dept. File S719-58)	43 Lots Hamilton	89-12-13 P&D Report 1-89 Item No. 7	Storm & Sanitary Sewers Catch Basins & Connections Finished Roads Dead End Barricade Street Lighting	-NIL- -NIL- -NIL- -NIL- -NIL- -NIL-	\$13,671.35 -NIL- -NIL- -NIL- -NIL-	\$13,671.35	\$300,871.07	\$ 314,488.42
Wellington Chase Inc. (H-150-88) J. Parente Urbex Engineering J. B. Nouwens, O.L.S. (Dept. File S726-84)	1 Block (Townhouses)	Severance Application H-150-88 88-09-13	Engineering Fees Tree Stump Removal Replacement Trees G.S.T. 7%	-NIL- -NIL- -NIL- -NIL-	\$2,000.00 \$738.33 \$1,000.00 \$1,411.67	\$ 5,150.00	-NIL-	\$ 5,150.00
TOTALS				\$10,451.00	\$64,631.62	\$75,082.62	\$964,707.21	\$1,039,735.80

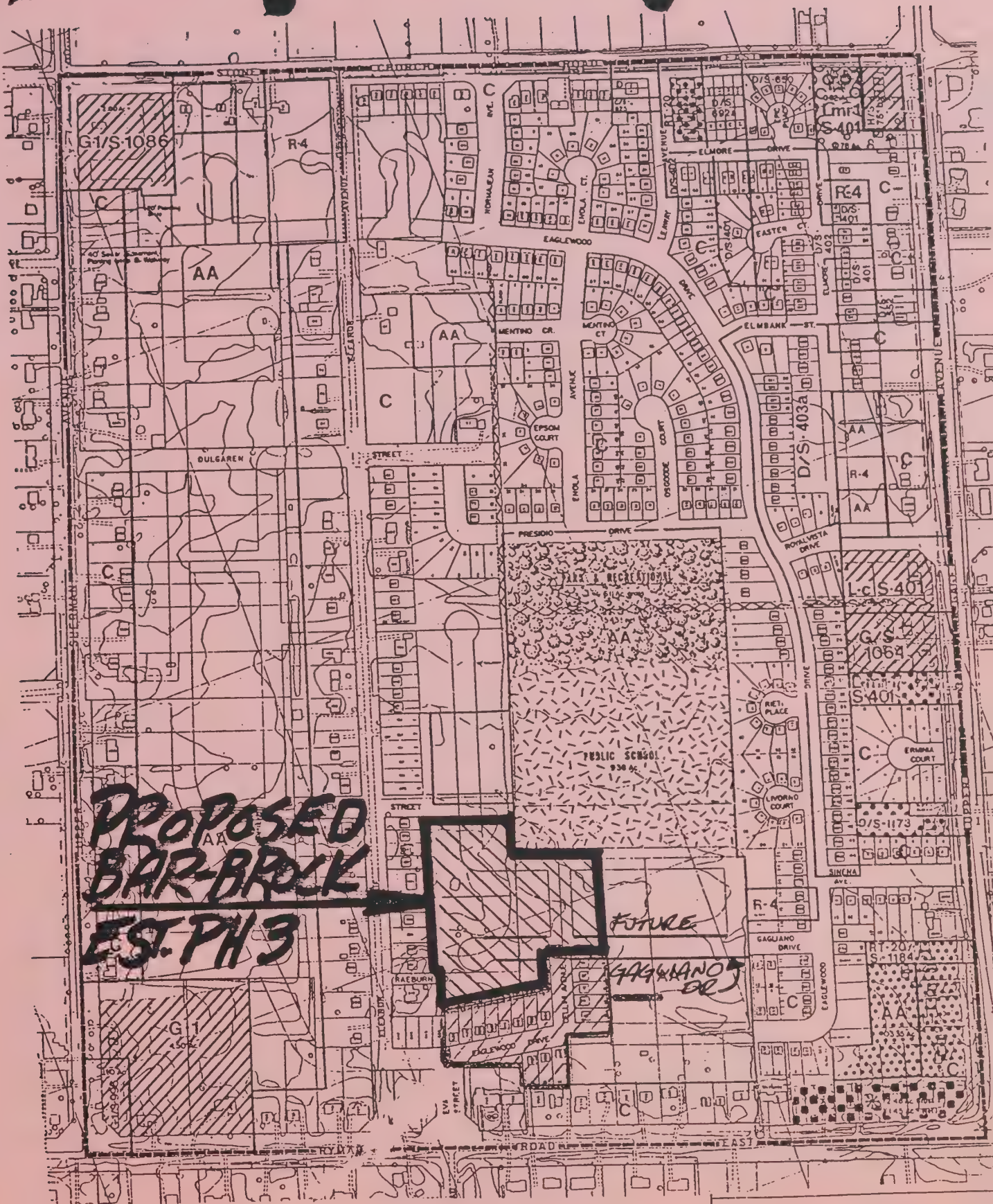
* Oversizing Expenditures are Non-Recoverable
 • 0.3 Metre Reserve Expenditures are Fully Recoverable



KEY PLAN N.T.S.

BARNSTOWN

NEIGHBOURHOOD.



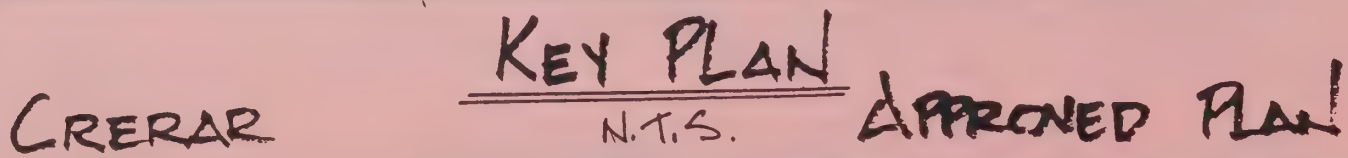
KEY PLAN-BAR-BROCK ESTATES-PHASE 3

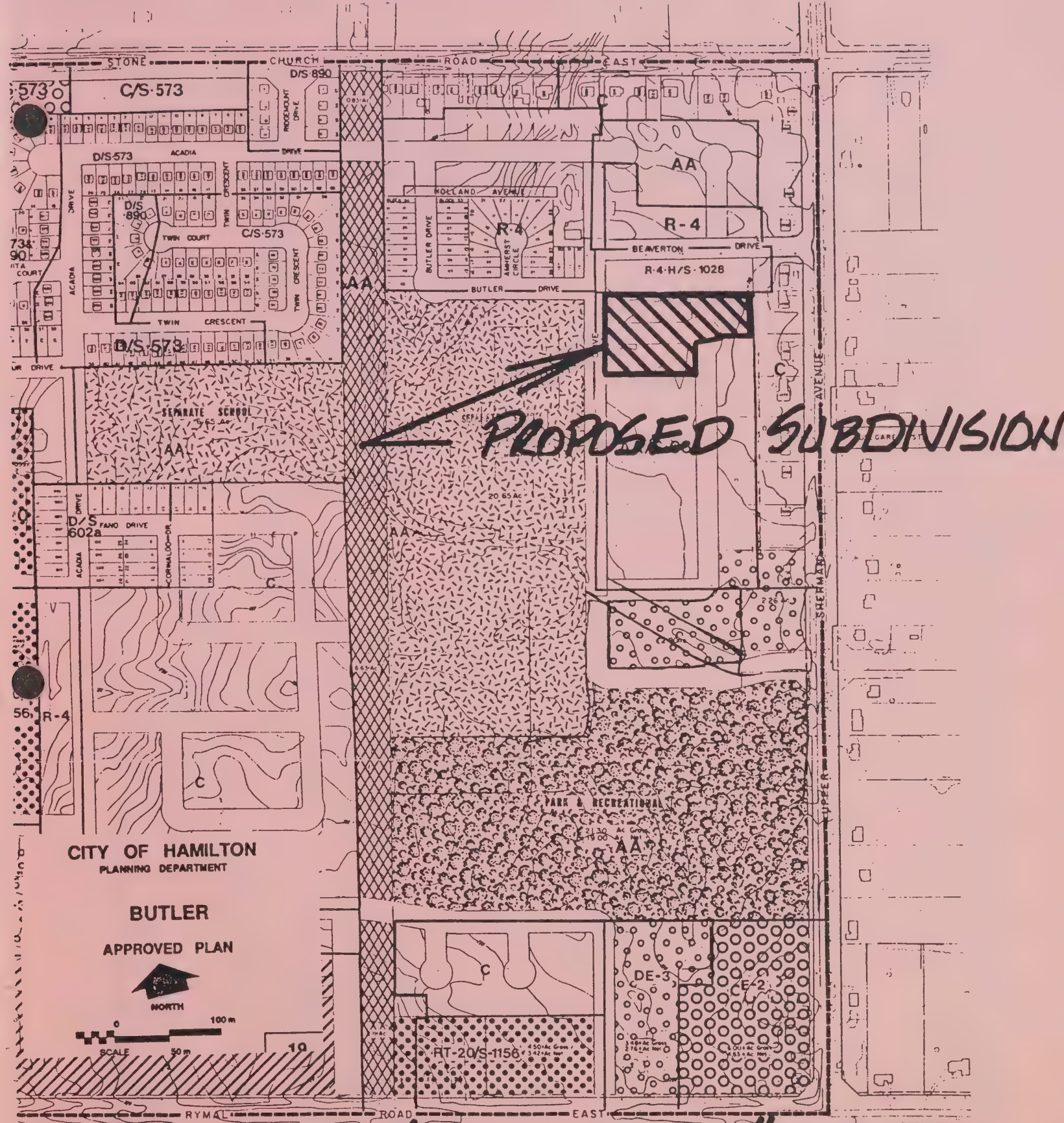
CITY OF HAMILTON
PLANNING DEPARTMENT

ELEANOR
APPROVED PLAN



0 100 m





"KEY PLAN" "EDAN HEIGHTS PH 1"

THIS IS A GUIDE PLAN ONLY AND IS SUBJECT TO CHANGE
 FOR DETAILS CONTACT THE LOCAL PLANNING DIVISION OF
 REGIONAL MUNICIPALITY OF HAMILTON WESTWORTH

THIS IS A GUIDE PLAN only and is subject to change
 for details contact the local planning division
 of the regional municipality of Hamilton Westworth

LAND USE

----- Neighbourhood Boundary
 ——— Zoning Boundary

CITY OF HAMILTON

- RECOMMENDATION -

E(i)

JUN 12 1991

DATE: 1991 June 12


REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D. W. Vyce
Director of Property

SUBJECT: Sale of City owned Land south
of Ainslie Avenue between Hillview
Street and Emerson Street to
George and Barbara Markham

RECOMMENDATION:

That an Offer to Purchase executed by George Markham and Barbara Markham on June 11, 1991 and scheduled for closing on or before September 18, 1991 for the purchase of the City owned land south of Ainslie Avenue between Hillview Street and Emerson Street, being a strip of land lying immediately to the south of Lot 17, Registered Plan 511 "Bamberger Survey", having a frontage along the westerly limit of Emerson Street of 20 feet (6.096 metres), more or less, containing an area of 2,739.59 square feet (254.5 square metres), more or less, be approved and completed. The purchase price is \$8,500.00. A deposit cheque in the amount of \$100.00 is being held by the City Treasurer pending Council approval with proceeds to be credited to Account Number CH 4X501 00102 (Reserve for Property Purchases).


for D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation.

BACKGROUND:

The subject property was originally thought to be an unassumed alleyway and steps were taken to close up and sell by a Judge's Order. However, after a further title search it was determined that the property was not an alleyway and instead is a parcel of City owned land acquired in 1936 through the tax arrears process.

12 June 1991
Finance and Administration Committee
Page 2

The request to dispose of the subject property was circulated to all pertinent departments with it being deemed surplus to the needs of the City and therefore we respectfully recommend the sale of the subject property to the abutting owner.

Attach.

c.c. - Mrs. P. Noé Johnson, City Solicitor
 Attention: Ms. L. Lawrence
 - Mr. E. C. Matthews, Treasurer
 - Ms. L. MacNeil, Property Clerk, Surveys

(30.1.65 - 4505)



CITY OF HAMILTON

ANSLE WOOD EAST

ZONING

Map No. 6803

Scale 1:50,000

June 1998

2

OFFER TO PURCHASE

George Markham
Barbara Markham
I/We 318 Emerson Street of the City of Hamilton
Hamilton, Ontario L8S 2Y7

in the Regional Municipality of Hamilton-Wentworth hereinafter called the Purchaser,
hereby agree to and with THE CORPORATION OF THE CITY OF HAMILTON,

hereinafter called the Vendor,

to purchase all and singular that certain parcel or tract of land and premises situate in the City of Hamilton in the Regional Municipality of Hamilton-Wentworth and being composed of a strip of land lying immediately to the south of Lot 17 Registered Plan 511 "Bamberger Survey" having a frontage along the westerly limit of Emerson Street of 6.096 metres (20 feet) more or less by a depth of 41.75 metres (136.9 feet) more or less containing an area of 254.5 square metres (2739.59 square feet) more or less, as shown in heavy outline on the attached plan.

at the price of Eight Thousand Five Hundred-----DOLLARS (\$8,500.00) of lawful money of Canada, payable as follows:-

- (a) A deposit of One Hundred-----DOLLARS (\$100.00) by certified cheque payable to the Vendor.
- (b) The balance of the purchase price namely Eight Thousand Four Hundred-----
-----DOLLARS (\$8,400.00) with interest as hereinafter provided, and subject to adjustments, by certified cheque on the closing of this transaction.

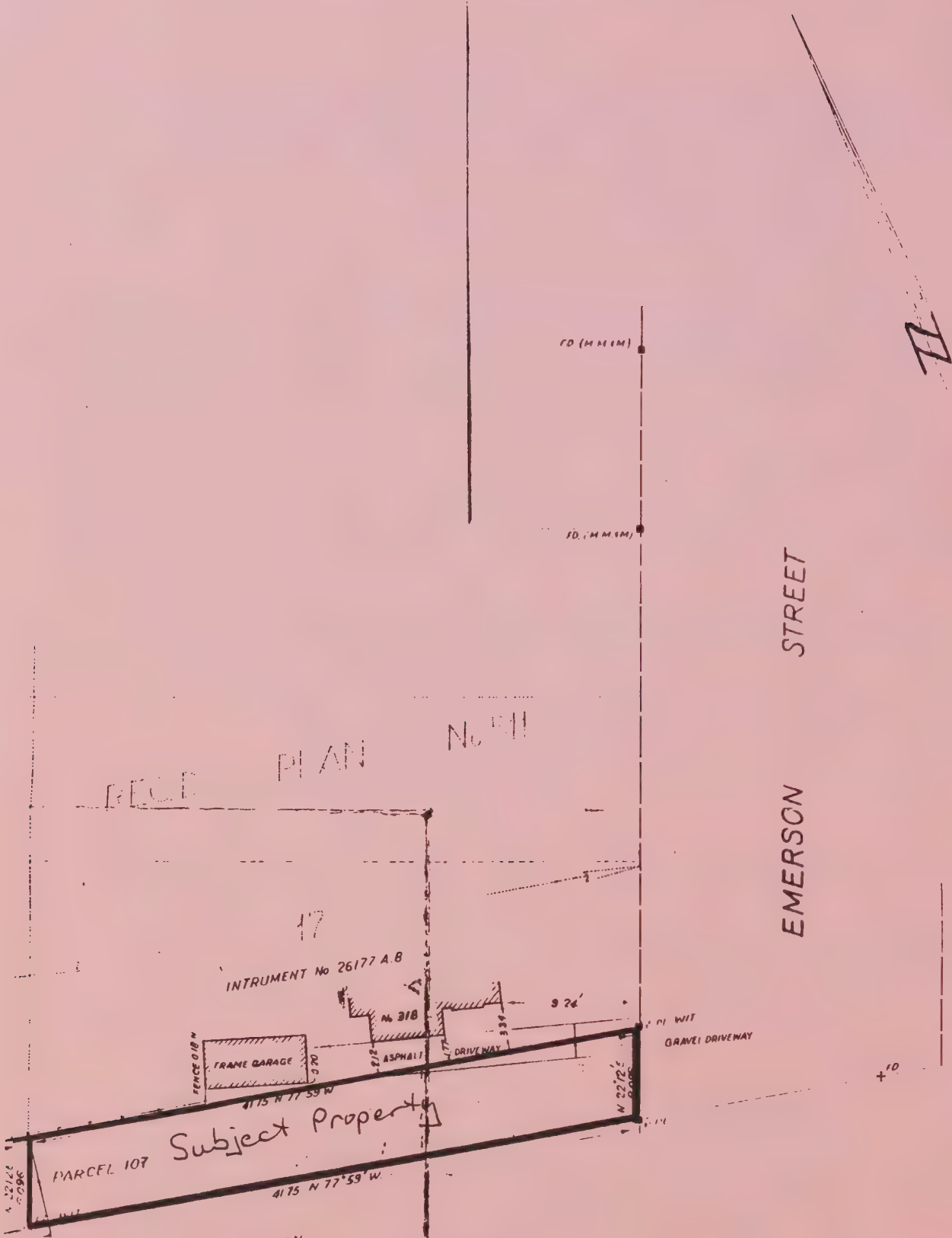
Provided that this Offer to Purchase is subject to the following conditions:-

1. This Offer shall be irrevocable by the Purchaser and may be accepted by the Vendor up to but not after the 3rd day of July 1991, by a letter mailed or delivered to the Purchaser at the above address.
2. In the event that this Offer is not accepted, this Offer and everything herein contained shall be null and void and no longer binding upon any of the parties hereto and the deposit shall be returned by the Vendor without interest and the Vendor shall not be liable for any damages or costs.
3. In the event of and upon the acceptance of this Offer, this Offer and the letter of acceptance shall be a binding contract of purchase and sale and shall be completed in accordance with the terms hereof.
4. The title is good and free from all encumbrance, except as to any registered restrictions or covenants.
5. The Purchaser is not to call for the production of any title deeds, abstract or evidence of title except such as are in the possession of the Vendor.
6. The Purchaser is to be allowed thirty days from the date of acceptance of such Offer to examine the title at his own expense. If within that time any valid objection to title is made in writing to the Vendor, or its Solicitor, which the Vendor shall be unable or unwilling to remove and which the Purchaser will not waive, the contract arising out of the acceptance of this Offer shall, notwithstanding any intermediate acts or negotiations in respect of such objections, be null and void and all monies shall be returned by the Vendor without interest and it shall not be liable for any damages or costs. Save as to any valid objection so made within such time the Purchaser shall be conclusively deemed to have accepted the title of the Vendor to the real property.
7. This transaction shall be closed on or before the 18th day of September, 1991.

DATED at Honolulu, Oahu, this 11th day of June 1901.

Name of Purchaser's Solicitor Peter K. Moffat (William Byrne & Associates, LLC)

5/5/88



CORPORATION OF THE CITY OF HAMILTON
 SECTION 1 TOWNSHIP OF ANCASTER

PART	INST
	29
	(PAP)

D(ii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 12

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. Roy Hammel
Acting Treasurer


SUBJECT: FINANCING CITY'S SHARE OF SERVICES IN SUBDIVISIONS

RECOMMENDATION:

- a) That the City's share of services to be installed in the following subdivisions in the gross amount of \$69,932.63 be financed from the Reserve for City's Share of Services through Unsubdivided Lands:

- Abbey Hill Farm - Phase 2	\$41,126.28
- Bar-Brock Estates - Phase 3	Nil
- Crerar Place	15,135.00
- Edan Heights - Phase 1	Nil
- South Hill - Phase 2	<u>13,671.35</u>
	<u>\$69,932.63</u>

- b) That the City's share of services to be installed on Upper Wellington Street under a Modified Subdivision Agreement for land severance application H-150-88 (Wellington Chase Inc.) in the additional gross amount of \$5,150.00 be financed from the Reserve for City's Share of Services Through Unsubdivided Lands.


I. R. Hammel, Acting Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation. This project is included in the 1991-1995 Capital Budget Program.

BACKGROUND:

This item will be considered by the Transport and Environment Committee on June 17, 1991. Please refer to the letter of June 7, 1991 from Mr. L. D. Turvey, Commissioner of Transportation/Environmental Services.

c.c. Ms. T. Agnello, Secretary, Transport and Environment Committee
Mr. L. D. Turvey, P.Eng., Commissioner of Transportation
Environmental Services
Attention: Mr. T. Gill
Ms. P. Noé Johnson, City Solicitor

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 11
P. Strong/M. Inrig
S701-63/S702-44/S703-74/S705-30/S719-58

REPORT TO: T. Agnello, Secretary
Transport and Environment Committee

FROM: L. D. Turvey, P.Eng.
Commissioner of Transportation/
Environmental Services

SUBJECT:

1991 Servicing Expenditures related to Subdivisions

RECOMMENDATION:

- i) That item 15(a) (ii), (iii) of the Transport and Environment Committee Report 11-90, adopted by City Council on 1990, August 28 which refer to the approval of the engineering schedules for "ABBEY HILL FARM-PHASE 2 AND SOUTH HILL, HAMILTON", be deleted and,
- ii) That the following submitted schedules, be adopted for inclusion in the Subdivision Agreement with the Owners, for the estimated cost of services in:

"ABBEY HILL FARM-PHASE 2", HAMILTON
City's Share \$ 41,126.28, Subdivider's Share \$ 127,661.96.

"BAR-BROCK ESTATES PHASE 3," HAMILTON
City's Share -NIL-, Subdivider's \$340,107.01

"CRERAR PLACE", HAMILTON
City's Share \$ 15,135.00, Subdivider's Share \$ 99,750.00

"EDAN HEIGHTS - PHASE 1," HAMILTON
City's Share -NIL-, Subdivider's Share \$ 96,317.17

"SOUTH HILL - PHASE 1", HAMILTON
City's Share \$ 13,671.35, Subdivider's Share \$ 300,871.07

Cont'd....

E(ii)

CITY OF HAMILTON

- RECOMMENDATION -

JUN 12 1991

DATE: 1991 June 12


REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D. W. Vyce
Director of Property

SUBJECT: (a) Purchase of City Lands (former Warrington Avenue) by the Ministry of Transportation for the reconstruction of the Q.E.W.
(b) Lease of Lands (South Service Road) to Ministry of Transportation for culvert reconstruction related to the reconstruction of the Q.E.W.
(c) Authority to Enter on said lands for immediate construction.

RECOMMENDATION:

- a) That the City of Hamilton convey Part 2, 62R-11731 (formerly part of Warrington Avenue) to Her Majesty The Queen in Right of Ontario, as represented by The Ministry of Transportation. The irregular shaped parcel comprises an area of .05036 acres and is being sold for the sum of \$6,295.00.
- b) That the City of Hamilton lease Part 1, 62R-11711 and Part 6, 62R-11731 lands located south of the South Service Road to Her Majesty The Queen in Right of Ontario, as represented by The Ministry of Transportation. The lease will be for a two (2) year period commencing March 21, 1992 for a one (1) time rental fee of \$6,557.00.
- c) That subject to the approval of Items a) and b) by City Council, the City of Hamilton does hereby grant Her Majesty The Queen in Right of Ontario, as represented by The Ministry of Transportation, its servants or agents the Authority to Enter (permission to construct) upon the aforesaid subject lands for the purposes of the reconstruction of the Q.E.W. This permission will take effect the day following City Council approval of these recommendations.
- d) That the Mayor and City Clerk be authorized to execute the necessary agreements in a form satisfactory to the City Solicitor.


D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The total compensation namely Twelve Thousand Eight Hundred and Fifty-Two Dollars (\$12,852.00) is to be credited to Account Number CH 4X501 00102 (Reserve for Property Purchases).

BACKGROUND:

The Ministry of Transportation is planning in the very near future to widen the Q.E.W. and carry out interchange improvements in the Highway #20 area.

In order to facilitate this construction Ministry of Transportation requires a small parcel of land Part 2, 62R-11731 (.05036 acres) and to lease for a two (2) year period other lands for culvert reconstruction.

This department supports the recommendations and in order to expedite the construction we recommend the Authority to Enter.

c.c. Mrs. P. Noé Johnson, City Solicitor
Mr. E. C. Matthews, Treasurer
Mr. L. Dale Turvey, Commissioner of Transportation and
Environmental Services
Attention: Mr. Geoff Aston
Ms. L. MacNeil, Property Clerk, Surveys

100.50.23 - (4504)

LICENCE OFFER

I/WE <u>The Corporation of the</u> <u>City of Hamilton</u> _____ Address: <u>City Hall</u> <u>71 Main Street</u> <u>Hamilton, Ontario</u> <u>L8N 3T4</u>	W.O. # <u>318-89-00</u> Hwy. # <u>O.E.W.</u> Dist. # <u>4</u> Rec. # _____ App. _____ App. _____ App. _____
--	---

hereinafter called the "Licensor".

WHEREAS the Licensor is the owner of that tract of land located in the Township of Saltfleet (City of Hamilton) in the Regional Municipality of Hamilton-Wentworth being in Part of Lot 24 in the 1st Concession and shown as Part 1, Plan P-2113-617 deposited as Number 62R-11711 and being in Lot -, Part of 1 foot Reserve "C" Registered Plan 1380 and shown as Part 6 on Plan P-2113-618 deposited as Number 62R-11731 in the Land Registry Office hereinafter called the "Land".

AND WHEREAS the Licensor hereby OFFERS TO SELL TO HER MAJESTY THE QUEEN in right of the Province of Ontario as represented by the Minister of Transportation for the Province of Ontario hereinafter called the LICENSEE, from the 21st day of March A.D., 1992, until the 20th day of March A.D., 1994, inclusive of both dates, with the day after the latter date being hereinafter called the "Termination Date", in consideration for the sum of \$6,557.00 Dollars, the hereinafter mentioned rights.

1. The right to have any or all of the rights hereinafter set forth exercisable by any or all of the Licensee's authorized servants or contracted parties;
2. The right within 2 years from the aforesaid Termination Date to renew the rights in paragraph 1 hereof and as hereinafter set forth for a further period of 24 months commencing at any date fixed in the absolute discretion of the Licensee within a period from the Termination Date to a date 2 years thereafter inclusive of both dates - said right of renewal is exercisable by the Licensee paying the Licensor a further sum of \$6,557.00 Dollars and fixing the commencement date of the renewal period within the aforesaid 2 years;
3. The right to be notified by the Licensor in writing at least 90 days prior to any change in ownership of the Land;
4. The right to have any and all changes in ownership contemplated in item 3 above made subject by the Licensor at his sole expense to the terms and conditions of this LICENCE OFFER;
5. The right to be saved harmless and indemnified by the Licensor from any and all expenses, costs, claims and demands incurred by the Licensee as a result of the Licensor's failure to effect his obligation under item 4 hereof;

.....
(Licensor(s) Initials)

.../2

6. The right to enter the property referred to in this offer for the purpose of the installation of a new culvert at the Stoney Creek.
7. The right to enter the property referred to in this offer for the purpose of grading adjacent to Warrington Street.
8. The Minister agrees to restore the easement areas to as good or better condition than existed at time of entry upon said lands.
9. Upon acceptance of this agreement the Minister and/or his Agents shall have the right to enter upon the Owner's lands for construction purposes.
10. The Minister certifies that the property rights described herein are being acquired by the Ministry of Transportation and Communications for the use of the Crown in the Right of Ontario and are not subject to the Goods and Services Tax.

This OFFER being under seal is irrevocable, and, up to and including the 14th day of August, A.D., 1991, is open to acceptance by the Licensee by letter to the Licensor delivered at, or mailed by prepaid registered post to, the aforesaid address.

The Licensor hereby acknowledges that this OFFER is not made subject to any promise by any agent of the Licensee and that this OFFER shall not bind the Licensee unless and until accepted and effected as aforesaid.

Dated at _____ this _____ day of _____,
A.D., 19 ____.

(Seal)

(Seal)

CITY OF HAMILTON

GEOGRAPHIC TOWNSHIP OF SALFEE

CONTROL
MONUMENT
200870517
284770.501
N 4789088.252



THE QUEEN ELIZABETH
MAY

WEST CORNER OF LOT 24, CONCESSION 1

SOUTH SERVICE ROAD

CONCESSION 21

LAKE AVENUE

ALLIANCE BETWEEN LOTS 24 AND 25

ORIGINAL ROAD ALLOWANCE BETWEEN LOTS 24 AND 25

PART 1
PLAN 1663 MISC.
P-2113-275

PART 2
PLAN 1663 MISC.
P-2113-275

PART 3
PLAN 1663 MISC.
P-2113-275

PART 4
PLAN 1663 MISC.
P-2113-275

PART 5
PLAN 1663 MISC.
P-2113-275

PART 6
PLAN 1663 MISC.
P-2113-275

PART 7
PLAN 1663 MISC.
P-2113-275

PART 8
PLAN 1663 MISC.
P-2113-275

PART 9
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PART 10
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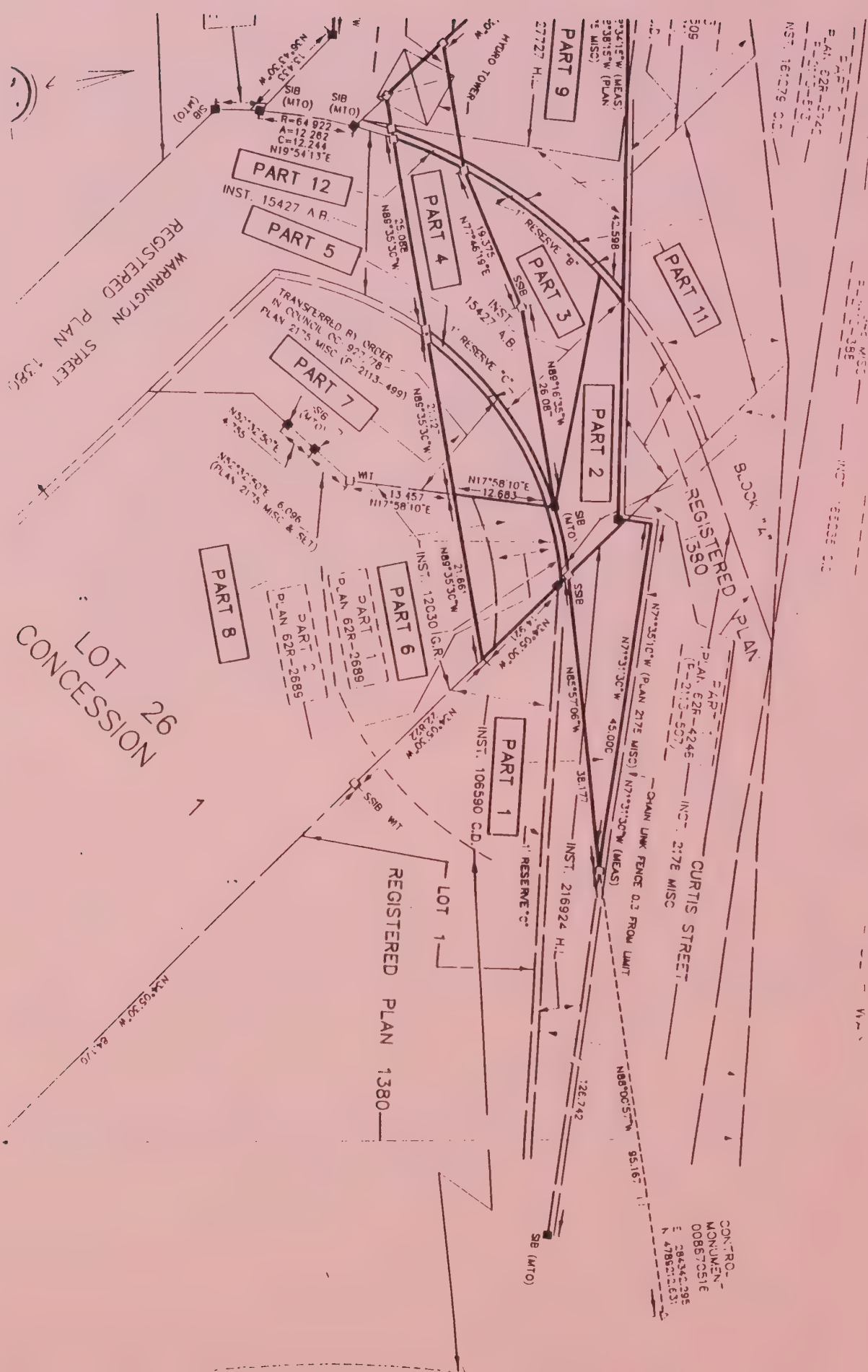
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PLAN 1663 MISC.
P-2113-275

PLAN 1663 MISC.
P-2113-275





Ministry
of
Transportation
Ontario

PROPERTY
PURCHASE AGREEMENT

FOR INTERNAL USE ONLY		
CUR. <input checked="" type="checkbox"/>	ADV. <input type="checkbox"/>	EXPS. <input type="checkbox"/>
W.O. No.	318-89-00	
HWY. No.	Q.E.W.	
DIST. 4	REGION Centra	
P. PLAN No.	P-2113-618	
REC.		
APP.		
APP.		
APP.		

I/WE The Corporation of The City of Hamilton

OF THE City of Hamilton

IN THE Regional Municipality of Hamilton-Wentworth

as "Owner(s)", agree to sell to HER MAJESTY THE QUEEN in the right of the Province of Ontario represented by the Minister of Transportation for the Province of Ontario (referred to as "The Minister") in fee simple free from all tenancies and encumbrances except as to any registered restrictions or covenants that run with the land provided that such are complied with, my / our land in the

Township of Saltfleet (City of Hamilton)

(Township, City, Town, etc.)

in the Regional Municipality of Hamilton-Wentworth

(County, District, Regional or District Municipality)

being in Part of Warrington Street, - Registered Plan 1380 City of Hamilton

(Lot, Block - Concession and Township - or - Registered Plan)

shown as PART(S) 2

on Ministry Plan P. 2113-618

Deposited

(deposited or recorded)

, in the Land

Plan 62R-11731

Registry Office as

For the sum of Six Thousand, Two Hundred and Ninety-Five (\$ 6,295.00) Dollars

It is understood and agreed that the above sum includes payment of \$6,295

for the above-mentioned lands and all entitlements as stated in The

Expropriations Act, except as hereinafter provided. No gates required. No

entrances required. During construction, the Minister agrees to supply and

erect a standard chain-link security fence one foot inside the new right-of-

way limits and to be responsible for its maintenance, the existing fence to

remain the responsibility of the Minister until the new fence is in place.

It is understood and agreed that the disposal of old fencing material will

be the responsibility of the Minister. It is understood and agreed that no

access to or crossing over the controlled access highway will be permitted.

No wood involved. The Minister certifies that the property rights described

herein are being acquired by the Ministry of Transportation for the use of

the Crown in the Right of Ontario and are not subject to the Goods and

Services Tax.

The proposed use of and construction on the lands being acquired has been discussed with me/us and that the sum set out as the consideration in this agreement includes payment for any reduction in market value of my/our remaining lands, if any, but excludes any physical damages to any remaining lands which may occur during the construction period.

THIS AGREEMENT IS TO REMAIN OPEN FOR ACCEPTANCE BY THE MINISTER OR HIS REPRESENTATIVE UP TO AND INCLUDING THE 28 DAY OF July 1991 and may be accepted by a letter delivered or mailed by prepaid registered post addressed to the Owner(s) and deposited in a post office on or before the aforesaid date.

The Minister is to be allowed 30 days from the date of acceptance to examine the title at the expense of the Minister. If within that time any valid objection to title is made to the Owner(s) which the Owner(s) is/are unable or unwilling to remove and which the Minister will not waive, this Agreement is void.

THE SALE OF THE PROPERTY IS TO BE COMPLETED ON OR BEFORE THE 28 DAY OF August 1991 Upon acceptance of this Agreement by the Minister or his representative, the Minister shall have an immediate right to enter upon and take possession of the lands without prejudice to the rights herein. Where buildings are located on the real property being purchased by the Minister, VACANT POSSESSION SHALL BE GIVEN ON CLOSING.

Rentals and mortgage interest, if any, and taxes including local improvements are to be adjusted at closing, and utilities and fuels, if any, are to be paid by the Owner(s) up to closing.

Tenant(s), if any N/A

Mortgagee(s), if any N/A

All buildings and equipment, if any, on the real property shall be and remain at the risk of the Owner(s) until closing. The Minister does not require assignment(s) of the fire insurance. However, the Owner(s) agree(s) in the event of damage to hold any fire insurance policies or proceeds in trust with the right of the Minister to demand the proceeds and complete the purchase.

Any adjustment of assessment of any remaining lands of the Owner(s) shall be the responsibility of the Owner(s).

This Agreement, when accepted shall constitute a binding Contract of Purchase and Sale.

The Owner(s) agree(s) to do nothing, after the execution of this Agreement by the Owner(s) and while this Agreement remains in effect, to encumber the property.

If in the opinion of the Minister or his representative expropriation of the above lands is necessary to clear title or to meet deadlines for the work clearance, the Minister may acquire the lands by expropriation and the Owner(s) agree(s) that payment of the above sum represents compensation in full for the lands and all entitlements as stated in The Expropriations Act.

Any Deed or Transfer is to be prepared at the expense of the Minister and any tender, pursuant to this Agreement, of documents and/or money may be made upon the Owner(s) or the Owner(s) solicitor, or the Minister, and the money may be tendered by a Province of Ontario negotiable cheque.

I/We acknowledge that this Agreement is not made subject to any promises by any agent of the Minister of Transportation and I/We understand that this Agreement shall not bind the Minister of Transportation until accepted in writing by or on behalf of the Minister of Transportation.

DATED at _____ this _____ day of _____ 19 _____

Witness _____ (Seal) _____

(Seal) _____

CONTROL
MONUMENT
308870517
E 2847'0.501
N 4789089.252



THE QUEEN ELIZABETH WAY

OWNER OF LOT 24, CONCESSION

—NCA—M NES—

47271274 288. J25

SOUTH SERVICE ROAD

SERVICE ROAD

PIN - 683 WISC
P-2110-275

PIN - 683 WISC
P-2110-275

PAR 7
AN 1663 MISC
(P-2113-275)

2AP-797 WISC.
2-213-303)

PAN 663 MISC.
APR 9 21 3-2-61

LOT 24
CONCESSION

LAKE AVENUE
ALLOWANCE BETWEEN LOTS 24 AND 25

PART

PART 2

PLAN 428

220.036

7

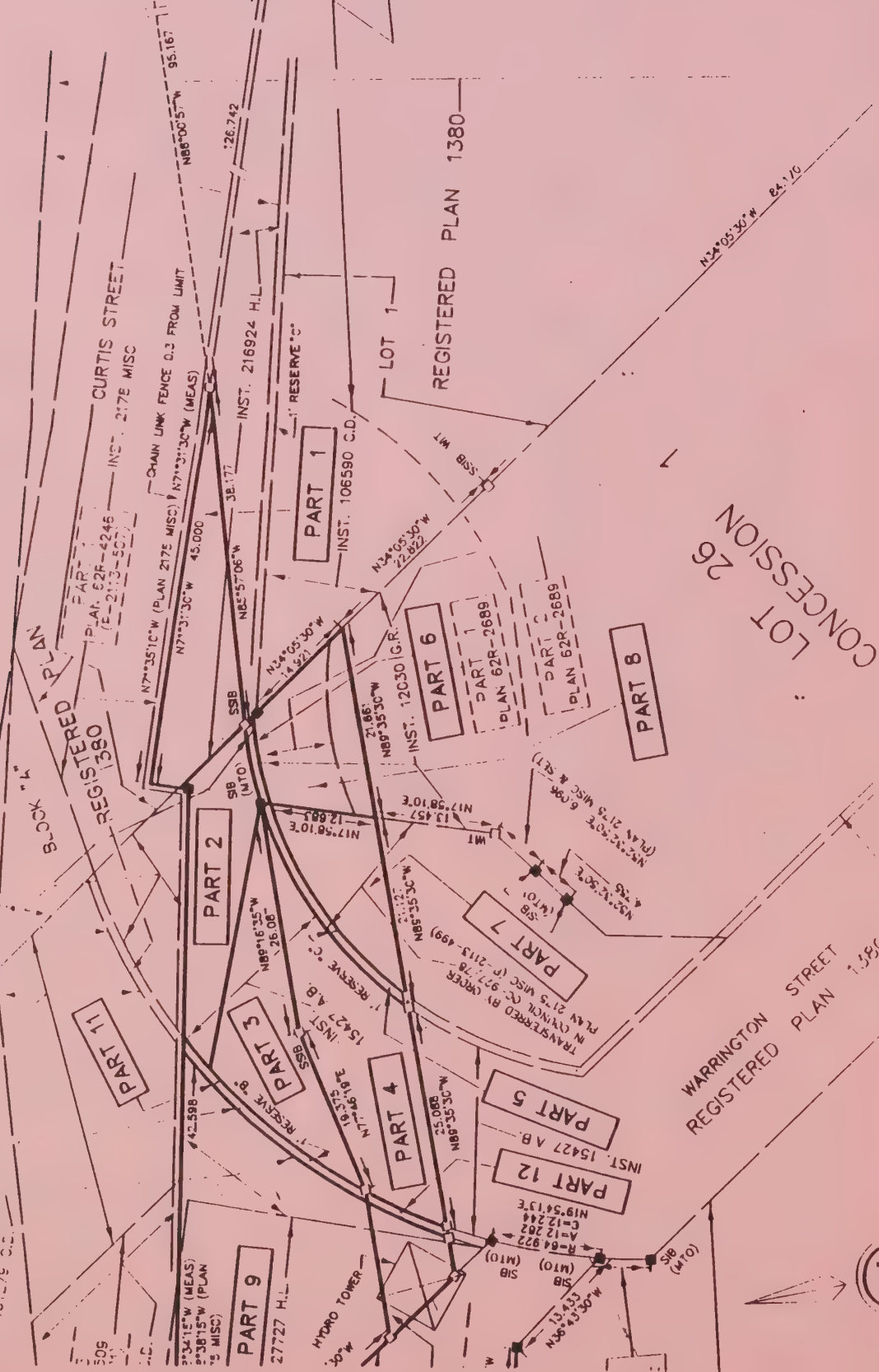
NY

—

--- 22 - W.L.V

PLAN 62P-2740
E 28342.085
N 47852.163
NS 161279 C.D.

CONTROL MONUMENT
008570516
E 28342.085
N 47852.163



LOT 26
CONCESSION

WARRINGTON STREET
REGISTERED PLAN 1380

REGISTERED PLAN 1380

PART 1

PART 6

PART 2689

PART 2689

PART 8

PART 7

PART 5

PART 12

PART 2

PART 3

PART 4

PART 11

PART 9

HYDRO TOWER

SIB (MTO)

SIB (MTO)

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318-89-00
W.O., W.P., Contract No.
Hwy. Q.E.W.
Dist. 4

PERMISSION TO CONSTRUCT

I/We The Corporation of the City of Hamilton being the owner(s) of Part of Lot 24, Concession 1, Township of Saltfleet (City of Hamilton) in the County of Regional Municipality of Hamilton-Wentworth in consideration of the sum of \$1.00 (receipt of which is acknowledged), grant permission to Her Majesty The Queen in Right of Ontario, as represented by The Minister of Transportation, Her servants, agents, contractors and consultants, to enter my / our property for the purpose of installation of a new Stoney Creek culvert in conjunction with the construction of the new South Service Road being part of the Queen Elizabeth Highway. Further described as Part 1 on Ministry Plan P-2113-617 deposited in the Registry Division of Wentworth as Plan 62R-11711, Highway No. Q.E.W. The granting of the permission is without prejudice to the determination and payment of compensation for any land required for highway purposes, or to the right of the owner(s) to have the compensation determined in accordance with Section 31 of The Expropriations Act.

Dated at _____ this _____ day of _____ 19____

WITNESS/SEAL

Signature _____

Address _____

CITY OF HAMILTON

GEOGRAPHIC TOWNSHIP OF SALTFLEET



THE QUEEN ELIZABETH WAY

SOUTH SERVICE ROAD

SURVEY JUNE

LOT 24
CONCESSION

LAKE AVENUE

ALLOWANCE BETWEEN LOTS 24 AND 25

PART 1

PART 2

PART 7
PLAN 1863 MISC.
(P-2113-275)

PART 8
PLAN 1863 MISC.
(P-2113-275)

PART 9
PLAN 1863 MISC.
(P-2113-275)

PART 10
PLAN 1863 MISC.
(P-2113-275)

PART 11
PLAN 528-7703

PART 12
PLAN 528-7703

PART 13
PLAN 528-7703

PART 14
PLAN 528-7703

PART 15
PLAN 528-7703

PART 16
PLAN 528-7703

PART 17
PLAN 528-7703

PART 18
PLAN 528-7703

PART 19
PLAN 528-7703

PART 20
PLAN 528-7703

CONTROL
FOR
RECORD
E 384710.501
N 789038.222

318-89-00
W.O., W.P., Contract No.
Hwy. Q.E.W.
Dist. 4

PERMISSION TO CONSTRUCT

I/We The Corporation of the City of Hamilton being the owner(s) of Part of Warrington Street and Part of '1' Reserve "C", Registered Plan 1380 City of Hamilton, Regional Municipality of Hamilton-Wentworth in consideration of the sum of \$1.00 (receipt of which is acknowledged), grant permission to Her Majesty The Queen in Right of Ontario, as represented by The Minister of Transportation, Her servants, agents, contractors and consultants, to enter my / our property for the purpose of grading purposes adjacent to Warrington Street and construction purposes related to the construction of the new South Service Road as part of the Queen Elizabeth Highway, prior to obtaining legal possession of said property. Further described as Parts 2 and 6 on Ministry Plan P-2113-618 described in the Registry Office for the Registry Division of Wentworth as Plan 62R-11731, Highway No. Q.E.W. The granting of the permission is without prejudice to the determination and payment of compensation for any land required for highway purposes, or to the right of the owner(s) to have the compensation determined in accordance with Section 31 of The Expropriations Act.

Dated at _____ this _____ day of _____ 19____

WITNESS/SEAL

Signature _____

Address _____

CITY OF HAMILTON

GEOGRAPHIC TOWNSHIP OF SALTFLEET

CONTROL
CONDA MINIST
2008/05/17
E 284710.501
N 4789008.252



THE QUEEN ELIZABETH WAY

NORTH WEST CORNER OF LOT 24, CONCESSION 1

SOUTH SERVICE ROAD

LAKE AVENUE

ORIGINAL ROAD ALLOWANCE BETWEEN LOTS 24 AND 25

LOT 24
CONCESSION 1

PART 1

PART 2

PART 7
PLAN 1863 MISC.
(P-2113-275)

PART 8
PLAN 1863 MISC.
(P-2113-275)

PART 9
PLAN 1863 MISC.
(P-2113-275)

PART 10
PLAN 1863 MISC.
(P-2113-275)

PART 11
PLAN 1863 MISC.
(P-2113-275)

PART 12
PLAN 1863 MISC.
(P-2113-275)

TO 93% CALCULATED FROM P.L. 1863 MISC. (P-2113-275) AND PLAN 1/97 MISC. & SET

SURVEY LINE

PLAN '97 MISC. P-2113-15

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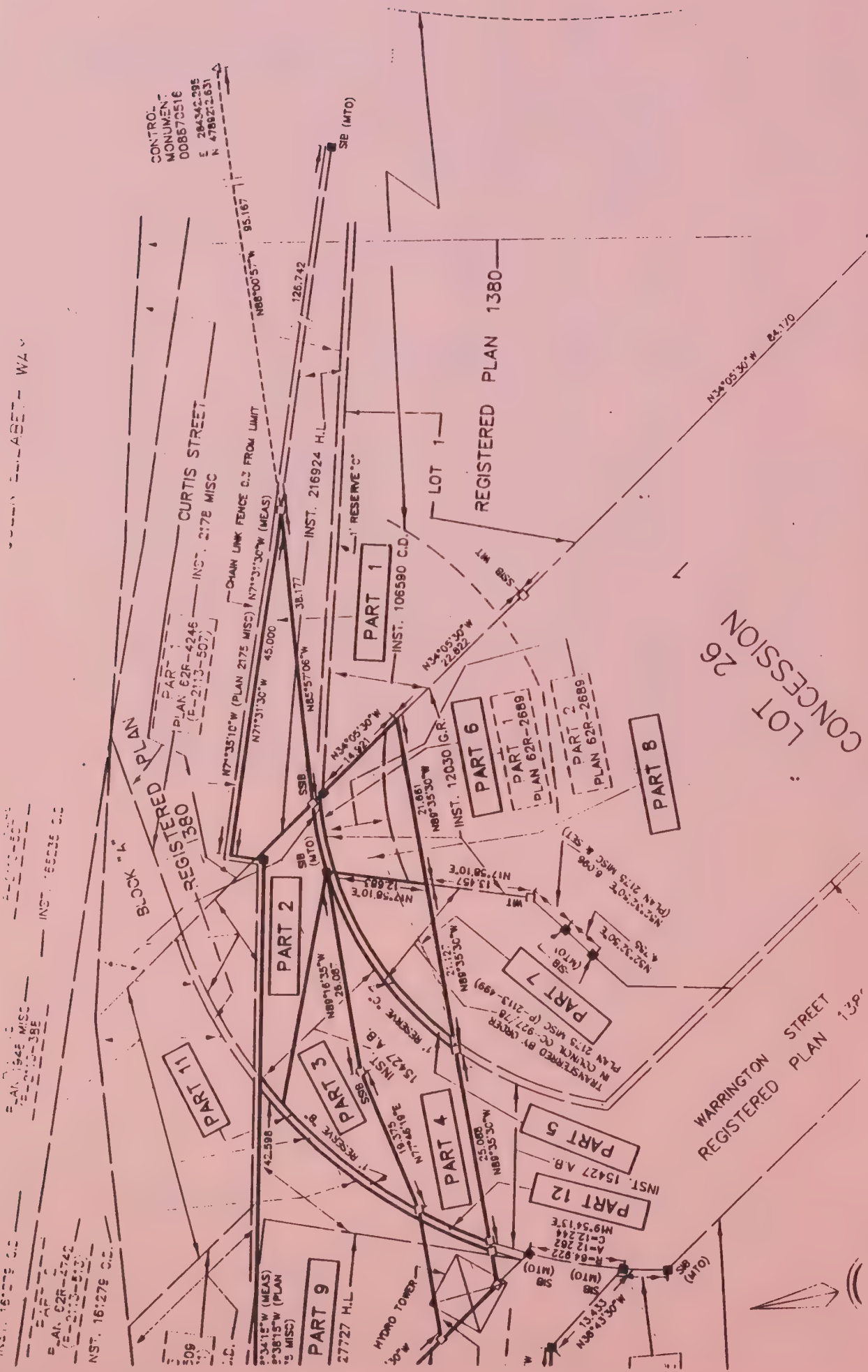
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AL 62R-5742
(E-213-513)
NST. 16:279 012



E(iii)

CITY OF HAMILTON

- RECOMMENDATION -

JUN 12 1991

DATE: 1991 June 12

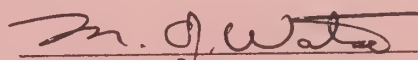
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D. W. Vyce
Director of Property

SUBJECT: Use of the "unused" portion of the Municipal
Carpark adjacent to Don Cherry's Grapevine
- 157 Main Street East, Hamilton

RECOMMENDATION:

- a) That the City of Hamilton enter into a Lease Agreement with "Major League Sports Bar Ltd." trading as "Don Cherry's Grapevine" for the purpose of establishing an outdoor patio restaurant situated on the south/west corner of the unused portion of the Main Street and Ferguson Avenue Municipal Carpark. The aforesaid leased area comprises approximately 716 square feet and the rental is \$833.00 for a period commencing June 26, 1991 and terminating on September 30, 1991. It is understood and agreed that the patio will include a 4 foot access from the patio area running across the last two (2) parking stalls towards the front of the building at 157 Main Street East.
- b)
 - i) That the Lease Agreement contain the proviso that the Lessee shall provide the City with liability insurance to the extent of \$2,000,000.00.
 - ii) That the patio structure to be placed on this unused portion of the parking lot be constructed to the satisfaction of the General Manager of the Parking Authority.
 - iii) That the Lessee be responsible for any business taxes as a result of the use of the patio restaurant.
- c) That the Mayor and City Clerk be authorized to execute a Lease Agreement in a form satisfactory to the City Solicitor.


for D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The rental fee of \$833.00 be credited to Revenue Account Number PA 44057 91163 (Main Street and Ferguson Avenue Parking Lot).

BACKGROUND:

Pursuant to a letter dated March 27, 1991 from Peter G. Baker, General Manager of the Parking Authority, whereby the Board of the Parking Authority approved the erection by Don Cherry's Grapevine of a summertime patio on the unused portion of the subject Municipal Carpark at its meeting of May 18, 1990, subject to the Director of Property establishing a rental fee for this lease, we hereby recommend that the fee be established at \$833.00 for this time frame.

This department after consultation with the Parking Authority, negotiated the above-mentioned terms with Frank Lostracco of Don Cherry's Grapevine who is in agreement with this rate.

Attach.

c.c. - Mr. Lou Sage, Chief Administrative Officer
- Mrs. P. Noé Johnson, City Solicitor
- Mr. E. C. Matthews, Treasurer
- Mr. P. G. Baker, General Manager, Parking Authority

(4503)

E(iv)

CITY OF HAMILTON
- INFORMATION -

DATE: 1991 May 31

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D. W. Vyce
Director of Property

SUBJECT: Appraisal Institute of Canada Conference
- Saint John, New Brunswick

BACKGROUND:

Conference report attached.



D. W. Vyce

Attach.

c.c. - Mr. Lou Sage, Chief Administrative Officer
- Mr. M.C.J. Watson, Manager, Real Estate Division

(2719)

ANNUAL NATIONAL CONFERENCE

The Appraisal Institute of Canada

The Annual Conference of The Appraisal Institute of Canada was held in Saint John, New Brunswick from May 22 - May 25, 1991. In attendance was approximately 400 delegates from across Canada and some from the United States.

The appraisal Institute of Canada of which I am an accredited member is a 53 year old organization dedicated to high and uniform standards for members of the Appraisal Profession through a vigorous education program. Currently more than 3,000 members advance the profession with reasoned valuations widely respected by the courts, real estate corporations, chartered banks, trust companies, mortgage lending institutions, all levels of government (federal, provincial, regional and municipal), and private individuals.

The Conference opened with the 1991 Annual General Meeting. Reports were received from the elected and staff officials of The Institute for the year 1990/91. Considerable discussion ensued on the finances of the Institute, the Institute's Recertification Program, reciprocal arrangements with other organizations and academic requirements needed for full accreditation in the Institute.

The Mayor of Saint John, welcomed the delegates and guests at the opening ceremonies.

Throughout the Conference, several seminars were held. Excellent speakers and authorities in their own particular field from across Canada related to the audience their views on topics under discussion followed by a question and answer period for each session.

Some of the subjects under discussion were:

1. The Environment and The Appraiser

Two speakers, Mr. Gregory Gillis and Mr. Raymond Glennie, an environmental auditor/scientist and a lawyer respectively addressed the delegates on this very timely topic. The following in point form capsulizes their remarks:

- Times have changed dramatically. Environmental issues are now important in assessing the value of property.
- The goal of an environmental audit is to assess risk. One must examine the environmental impact on the site as well as off site migration.

- General steps to take:
 - a) review historical use of a site - old photographs, aerial photography, personal interviews.
 - b) conduct title searches and examine insurance (fire) records if possible.
 - c) define the lands of concerns i.e. air, water, soils.
 - d) analyze the problem.
 - e) in some cases an analysis of abutting properties may also be necessary for they may be contaminating the subject property.
- The law says the appraiser owes a duty of care to the client and the appraiser is liable.
- There can be a stigma attached to a property even after clean up which can affect value for certain buyers in the market will know the property the way it was prior to clean up and will shy away from it.

2. Changing the Urban Landscape - The Market Square, Saint John, New Brunswick

The speakers at this session were Mr. Stanley Price, formerly the City Manager of Saint John and Mr. Dennis Harrs, a Vice-President of Cadillac Fairview and currently also General Manager of the Toronto Eaton Centre.

Mr. Price detailed the process the City of Saint John went through in order for the Market Square Development to become a reality. This was an urban renewal project as we know it locally and involved federal, provincial and municipal funds. The process and problems were not unlike what was experienced here in Hamilton.

The development was undertaken by a local party. Recently Cadillac Fairview has purchased the mall and plan major changes.

I found it interesting because of the similarities to the Lloyd D. Jackson Square Development in terms of real estate ownership. The development is on leased land as is Jackson Square. Apparently when Cadillac Fairview entered the scene, they made strong attempts to purchase the freehold interest in the land from The Market Square Corporation rather than continue on with the long term lease. The Corporation (government partnership) denied the request. The partnership wishes to continue to hold ownership of this prime waterfront property. The closing of the transaction with Cadillac Fairview is extremely complex and involves the preparation of 148 documents on the closing agenda. Cadillac will own the development, that is the buildings, and continue to operate under the long term lease.

The development itself to use the speakers own words is a "hodge podge". Basically an urban mall has been parachuted into a downtown environment and it simply does not work as designed. The spacial allocation to various tenants is poor. The third floor of the mall does not work from a retail point of view. Plans are to convert this space to office uses. Mr. Harrs said he has examined third floor spacial uses coast to coast in arriving at his conclusion. Only the Eaton Centre is viable because it has two anchors at either ends and because of the slope of Yonge Street. He was very emphatic about this.

Mr. Harrs then offered general comments on shopping centre development. The leasing market is extremely soft, coast to coast. Some malls are opening with up to 60% vacancy. April sales figures are better than March but still very, very slow and it will take until late fall to get up to speed again.

3. From the Frying Pan into the Fire

Two lawyers and an appraiser presented this session. One lawyer dealt with the topic of direct examination of appraisal witnesses; the other discussed cross examination. The lawyers then put into practice their comments through a "skit" by examining an appraiser.

An informative and well presented seminar.

The following are hints for direct examination, cross-examination and redirect examination.

HINTS FOR DIRECT EXAMINATION

- a) Preparation must be complete. You will be carrying the ball with only guiding questions from the lawyers. You must be thoroughly familiar with your report and the theory behind your opinion.
- b) Have a curriculum vitae prepared for introduction at the hearing and highlight any experience that bears closely on the immediate subject.
- c) Be familiar with any valuation presented in opposition, know the pitfalls of your opinion and the weaknesses of the opposing expert and be prepared to address them.
- d) Your answers on direct examination must not be simply responsive to the question posed, but rather you must be the narrator, descriptive and expansive in relation to your opinion. This should be prepared with counsel so you do not appear overly talkative.
- e) Understand the limitation on leading questions during direct examination and prepare accordingly.
- f) Remember the court or tribunal is not as familiar with your subject as you are. You must proceed through your report in a deliberate, orderly and well paced fashion. Do not rush through hoping to end your task as soon as possible.
- g) If you have relied upon any less obvious principle in formulating your opinion, prepare to support your approach with reference to the text on other supporting authorities.
- h) Understand how your counsel wants you to proceed. (This should be a mutually agreed matter). Follow the pattern agreed upon avoiding any surprising deviations. You and your counsel must work as a team.
- i) Of course, you must speak with confidence directly to the court or tribunal. You must believe in your opinion and clearly show that you do.
- J) Relax.

HINTS FOR CROSS-EXAMINATION

- a) The most important thing is to know your subject. If you know what you are talking about, and are prepared, you have nothing to fear from cross-examination. If you try to bluff, you are dead.
- b) Listen carefully to the questions.
- c) If you don't understand the question, ask for an explanation.
- d) Take whatever time you need to answer. Avoid quick answers.
- e) Answer questions in one of the following:
 - i) Yes or No.
 - ii) Yes or No with an explanation. (Most common)
 - iii) I don't know.
- f) Don't try to answer questions beyond your area of knowledge or expertise.
- g) Remember, the cross-examiner is not your friend; he is trying to trap you into saying something you don't want to say and/or to discredit your evidence.
- h) The cross-examiner will try to control the dialogue. Try to prevent this.
- i) You must always tell the truth so don't lie. However, you do not have to go any further than to answer the question asked.
- j) Don't get mad.

HINTS FOR REDIRECT EXAMINATION

Redirect Examination is when permitted, very limited, and confined, usually on admonition of the court, to new issues raised during cross-examination or to permit the witness to explain an answer he has given during cross-examination.

- a) New issues - if counsel and the witness have prepared for such issues this should not be a problem. If the new issue is unforeseen it may be a bombshell and an area to be avoided. Some issues must be addressed however and it is important to fully understand the issue or admit that you do not. Venturing into an area beyond your expertise is a guarantee for disaster.
- b) Explaining answers given on cross-examination: A more common area of redirect. If the cross-examination has confined your answer to eliminate your explanation counsel will have an opportunity to permit you to give the full answer. You should not volunteer this however. Let counsel decide whether or not to open the matter up.
- c) On redirect: be concise and to the point. Courts and tribunals are very impatient with any attempt to completely repeat evidence given on direct - respect this.

4. Partial Takings

Mr. Ken Kovacs, an appraiser with the Province of Manitoba discussed the topic of partial takings with the delegates. We conducted a thorough review of the before and after approach, sentimental value of a property, the summation method and the unit value approach for the part taken.

5. Property Assessment - Past and Future

The speaker, Mr. Plen Dickson, AACI has spent most of his career in the Assessment field in New Brunswick.

Assessment in New Brunswick is controlled by a Crown Corporation. The Corporation is in the Land Information business among other things including Geographic Information Mapping similar to our PARCIL project. Their system however does not include the location of engineering services at the moment, but they are headed in that direction. The Corporation sells their maps and assessment data to anyone who desires it. The business is quite profitable. They plan to make computer terminals available to private enterprise at a fee in the future plus charge an additional fee per transaction each time the data file is used. Interestingly enough the Telephone and Power Commissions shared in the cost of preparing the data file to the extent of 20% each since they too want and value the information which will be available to them.

Legislation in New Brunswick calls for a five (5) year reassessment cycle unlike Ontario where reassessment decisions are placed on the shoulders of local councils.

Sale prices of property are not registered publicly in New Brunswick as it is in Ontario. This causes great concern for appraisers who must obtain sales data from other sources and verify same.

6. Site Acquisition - Your Town to Red Square

Mr. Jack Baskerville, Vice-President of McDonald's Restaurants of Canada Ltd. and responsible for the Real Estate Department was our conference speaker.

Mr. Baskerville made a very interesting and informative presentation giving us, I thought a lot of "inside" information. He stressed that McDonalds is basically a real estate holding company. Apparently 80% of the parent companies revenues comes from rent from franchisees. It is seldom that McDonalds disposes of a site. He said there are exceptions however and cited a sale in downtown North York recently purchased in 1977 for \$325,000.00 and sold this year for \$8.5 million. McDonalds have a strong desire to own real estate rather than lease; therefore they will pay a premium from time to time for this privilege. Franchisees are evaluated as a separate entity. It is impossible to sell a property to McDonalds with a covenant that a franchise be offered to the vendor.

Mr. Baskerville itemized for the delegates certain characteristics McDonalds looks for in a property upon which to develop a McDonald's Restaurant.

These characteristics include an analysis of:

- An identification of the market - number of people, what kind of people and under what circumstances. McDonalds use the average of 18 visits per person per year in assessing their market. A market of 20,000 persons is required for a smaller store.
- Traffic passing through an area; traffic coming to an area; traffic generators.
- Where are people in a market area employed and what are their hours. Forty percent of their business is during a three hour lunch time and therefore it is important to note employment patterns.

- Visibility is paramount. McDonald's studies have indicated that 62% of their business is derived after people are in their cars.
- Ingress, egress and parking are important factors in site selection as is the ability to return from whence you came. Median strips in roadways are therefore of concern.
- Interestingly enough traffic volumes are not paramount to the success of a restaurant (fast food) outlet necessarily. Traffic flow is more important than numbers. Does the traffic flow at a reasonable speed; what is the congestion like. The quality of traffic is the important point, not numbers. Eg. - Airport Road in Toronto, - a huge volume - 42,000 cars per hour and yet no fast food outlets are located on the strip. Why. People are going to and from the Airport with an exact purpose in mind and are not intent on stopping for something to eat. There is no market for McDonalds in this area regardless of traffic volumes.
- Quality and quantity of competition.
- Income demographics.
- Prospective highway changes.
- Size and topography.
- Zoning and permits - a major factor.
- Price - good sites are seldom cheap and cheap sites are seldom good.

At the end of his formal remarks Mr. Baskerville then presented a half hour film of the trials and tribulations McDonalds went through for 14 years in attempting to open a restaurant in the Soviet Union. A most interesting story in property development.

Other topics under discussion which I attended included Licensing and Certification of Appraisers and Investment Property Acquisitions - The Due Diligence Process.

I am of the opinion that attendance at the Conference benefitted me personally and subsequently the Corporation for two major reasons:

1. It permitted me to continue my education in the property administration and appraisal field and obtain recertification credits.
2. The Conference provided a mechanism for establishing new professional contacts and renewing old ones and achieving an inter-change of information between the various industry groupings within the organization.

I firmly believe the Conference is beneficial to attend in the future and thank the City for the opportunity to take part in the affair.

F(i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 11

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: John Johnston
Commissioner, Human Resources Centre

SUBJECT: Position Classifications - Property Department
C-028-091

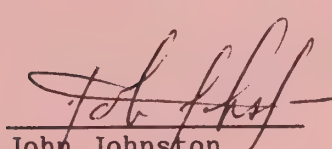
RECOMMENDATION:

That effective June 1, 1991 the following reclassifications of positions transferred from the Central Utilities Plant to the Property Department be approved.

Maintenance Co-ordinator	"L"	\$41,413 - \$48,767 - July, 1991 Rate
Maintenance Supervisor	"L"	\$41,413 - \$48,767 - July, 1991 Rate
Chief Operations Engineer	"K"	\$45,154 - \$53,153 - July, 1991 Rate

And the classification of the newly created administrative position, approved by Council on Tuesday, May 28, 1991 also be approved.

Manager of Administration	"K"	\$45,154 - \$53,153 - July, 1991 Rate
---------------------------	-----	---------------------------------------


John Johnston.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The financial implications associated with this matter were outlined in the Ninth Report of the Finance and Administration Committee and approved by Council on April 30, 1991.

BACKGROUND:

Effective June 1, 1991 several positions were transferred from the Central Utilities Plant to the Property Department as a result of a resolution reached by the H.E.C.F.I. Board of Directors at their meeting held on February 5, 1991. The recommendation of this meeting was outlined in the Ninth Report of the Finance and Administration Committee and forwarded to Council on April 30, 1991, where it was approved as presented.

Following the transfer, it was deemed appropriate to amend some duties in the three existing positions to include new and added responsibilities associated with the co-ordination, maintenance and repair of certain City properties.

This necessitated a re-evaluation of those positions and our recommendations were presented to City Core Group on Wednesday, June 5, 1991 where they were approved.

F(ii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 11

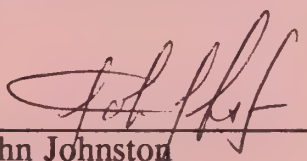
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Bricklayers' & Masons' Union No. 1, Ontario
(C-029-091)

RECOMMENDATION:

That the contract settlement of the Provincial Agreement for Ontario Bricklayers, Stonemasons and Plasterers--The International Union of Bricklayers and Allied Craftsmen and the Ontario Provincial Conference of the International Union of Bricklayers and Craftsmen and The Masonry Industry Employers Council of Ontario, Local Union No. 1, be received pursuant to the Fair Wage Policy of the City of Hamilton.



John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

Attached.

Provincial Agreement for Ontario Bricklayers, Stonemasons and Plasterers. The International Union of Bricklayers and Allied Craftsmen and the Ontario Provincial Conference of the International Union of Bricklayers and Craftsmen and The Masonry Industry Employers Council of Ontario, Local Union No. 1

BRICKLAYERS

<u>DATE</u>	<u>HRLY. WAGE RATE</u>	<u>VAC. PAY</u>	<u>PENS.</u>	<u>WELFARE</u>	<u>S.U.B.</u>	<u>TOTAL WAGE PKG.</u>
May 1/91	\$25.25	\$2.53	\$1.00	\$1.28	\$0.35	\$30.41

F(iii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 12

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: International Brotherhood of Electrical Workers Local
105, Hamilton. (C-031-091)

RECOMMENDATION:

That the contract settlement of The Electrical Trade Bargaining Agency of the Electrical Contractors Association of Ontario and The International Brotherhood of Electrical Workers and the I.B.E.W. Construction Council of Ontario representing the following affiliated Local Union 105, Hamilton, be received pursuant to the Fair Wage Policy of the City of Hamilton.



John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

Attached.

The Electrical Trade Bargaining Agency of the Electrical Contractors Association of Ontario and The International Brotherhood of Electrical Workers and the I.B.E.W. Construction Council of Ontario representing the following affiliated Local Union 105, Hamilton.

	<u>Date</u>	<u>Base Rate</u>	<u>VP & SHP</u>	<u>Tax* Union Fund</u>	<u>Non-Tax* Union Fund</u>	<u>Wage Pkg.</u>	<u>Assoc** Fund</u>	<u>Total Pkg.</u>
Journeyman	May 1/90	\$23.87	2.39	0.20	3.92	30.38	0.18	\$30.56
	May 1/91	\$25.55	2.56	0.20	3.92	32.23	0.18	\$32.41
Foreman	May 1/90	\$26.26	2.63	0.20	3.92	33.01	0.18	\$33.19
	May 1/91	\$28.11	2.81	0.20	3.92	35.04	0.18	\$35.22
Apprentices	May 1/90							
40 1st Period		\$ 9.55	0.96	0.20	3.92	14.63	0.18	\$14.81
50 2nd Period		\$11.94	1.19	0.20	3.92	17.25	0.18	\$17.43
60 3rd Period		\$14.32	1.43	0.20	3.92	19.87	0.18	\$20.05
70 4th Period		\$16.71	1.67	0.20	3.92	22.50	0.18	\$22.68
80 5th Period		\$19.10	1.91	0.20	3.92	25.13	0.18	\$25.31
Apprentices	May 1/91							
40 1st Period		\$10.22	1.02	0.20	3.92	15.36	0.18	\$15.54
50 2nd Period		\$12.78	1.28	0.20	3.92	18.18	0.18	\$18.36
60 3rd Period		\$15.33	1.53	0.20	3.92	20.98	0.18	\$21.16
70 4th Period		\$17.89	1.79	0.20	3.92	23.80	0.18	\$23.98
80 5th Period		\$20.44	2.04	0.20	3.92	26.60	0.18	\$26.78

Note:

1. A Union Administration Fund of 50 cents shall be deducted from the Base Rate effective May 1, 1990; \$0.52 effective May 1, 1991.
2. All Union and Association Funds are to be remitted monthly by the 15th of the month following to the Hamilton Electrical Administration Funds, 370 York Boulevard, Suite 100, Hamilton, Ontario, L8R 3L1.
3. Owner Contractors are eligible for Health & Welfare Benefits (\$0.90) and the Retirement Fund (\$3.00). Contact L.U. 105 for details.
4. Owner/Contractors are not eligible for the Retirement Incentive Plan (\$0.20) and therefore do not remit.

*Breakdown of Union Funds:

May 1/90: Taxable: Retirement Incentive Plan \$0.20
Non-Taxable: Health & Welfare \$0.90, Retirement Fund \$3.00, CCO Fund \$0.02

**Association Fund

This fund will remain at the old rate of \$0.13 until the last pay in July 1990. Effective the first pay in August 1990 this fund will increase to \$0.18.

F(iv)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 12

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Retention of Human Resource Department
Records By-law (C-032-091)

RECOMMENDATION:

That the attached By-law amending By-law No. 81-217 respecting the retention of Human Resource Department records be approved and implemented.


John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

The attached By-law amending By-law No. 81-217 has been approved by the Auditors of the Corporation of the City of Hamilton and by the City of Hamilton Law Department.

The Corporation of the City of Hamilton

BY-LAW NO. 91-

To Amend:

By-law No. 81-217

Respecting:

RETENTION OF HUMAN RESOURCE DEPARTMENT RECORDS

WHEREAS By-law No. 81-217, passed on the 28th. day of July, 1981, authorized the destruction of documents in certain departments according to specified retention periods in accordance with section 249 of The Municipal Act, R.S.O. 1970, Chapter 284, (now section 116 of The Municipal Act, R.S.O. 1980, Chapter 302);

AND WHEREAS it is desirable to provide for the destruction of records of the Human Resource Department upon the completion of specified retention periods.

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. Section 3 of By-law No. 81-217 is amended by adding to the list of schedule numbers and City Departments in Table 1, "14 Human Resource Department".
2. Schedule 14 annexed hereto and forming part of this by-law, is annexed to and forms part of By-law No. 81-217.

PASSED this day of A.D. 1991.

City Clerk

Mayor

Approved by MacGillivray & Co.,
the Auditors of The Corporation
of the City of Hamilton,
Municipal Licence No. 4562.

DATED at the City of Hamilton,

this day of ,

1991.

RECORDS RETENTION AND DESTRUCTION SCHEDULE FOR HUMAN RESOURCES

Records Series (and Description)	Retention
<u>Personnel Services Division</u>	
General Correspondence/ Administrative Records	7 yrs (A)
Applications for Employment	3 mos. (current) 2 yrs (after expiry)
Budget Records (paper files & MSA)	7 yrs
Committee/Council Minutes & Agendas (copies only -- Clerk's have originals)	1 yr
Employee Files - Active (paper & MSA/Attendance System)	n/a (while employed)
Employee Files - Terminated (paper, fiche & MSA/Attendance)	50 yrs (after termination date)
Employee Records - Library (source documents re payroll transactions for library staff; Library keeps the permanent employee file)	7 yrs
Exit Interview Records	7 yrs
Job Competition Files/Personnel Requisitions (incl. Fire Recruitment Records as a Job Competition File)	10 yrs
Personnel, Payroll, Benefit Records (MSA daily's, OT reports, all computer reports)	7 yrs
Rate Increase Records (ann. incr., contract incr. - part of employee's history)	50 yrs
Staff Complement Records (Call # books, vacancy binders, Org Plus, summary reports)	10 yrs

Records Series (and Description)	Retention
<u>Labour Relations Division</u>	
General Correspondence/ Administrative Records	7 yrs
Attendance Control Computer Reports (weekly's, monthly's, LTD, costing, chronic, etc.)	7 yrs
Central Attendance Recording System (absence reports - paper & fiche, computer system)	50 yrs (after termination date)
Collective Bargaining Records (negotiation files, excluding contracts - Clerk's have originals)	7 yrs
Employer Initiated Health Care Records (pre-placement medicals: Fire, Red Hill; aquatic staff medicals; cholinesterase testing. Fit/not fit details, etc. put in employee files)	7 yrs
Ergonomic Equipment Records	7 yrs
Fair Wage Contracts and Complaints	7 yrs
Grievance Files	7 yrs (A)
Health and Safety General Records (MSDS, WHMIS, accident investigation records & stats)	10 yrs (A)
Health and Safety Inspection Reports	10 yrs (A)
LTD Records	7 yrs (after claim denied or terminated)

Records Series (and Description)	Retention
Rehabilitation Records (temp. modified work records on employees; employee medical rehab records)	50 yrs (after termination date)
WCB Records/Accident Reports	15 yrs (after claim filed)
<u>Wage and Salary Division</u>	
General Correspondence/ Administrative Records	7 yrs
Employment Equity Records (incl. tracking forms and call file stats)	2 yrs
Employee Training & Development Records (courses taken by individual employee names)	50 yrs (after termination date)
Employee Training & Development Courses	5 yrs (A)
Harassment Investigation Statistics	10 yrs (A)
Harassment Investigation Case Files	10 yrs
Job Descriptions	7 yrs
Job Evaluation Records (incl. factor charts & ladders, all job ratings not just Pay Equity)	20 yrs
Salary Information (schedule A's)	5 yrs

Records Series (and Description)

Retention

Special

Performance Management
Consultation Records

10 years
(after termination date)

F(v)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 12

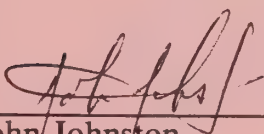
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Appointments To and Terminations From Permanent
Positions to June 11, 1991. (C-030-091)

RECOMMENDATION:

That the attached listing of Appointments To and Terminations From Permanent positions to June 11, 1991 be approved.



John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

Attached.

THE CORPORATION OF THE CITY OF HAMILTON

APPOINTMENTS TO PERMANENT POSITIONS

NAME	CLASSIFICATION	DEPARTMENT	REASON HIRED	SALARY SCHEDULE	EFFECTIVE DATE
Mr. David Biggs	Rink Attendant I (D-9)	Culture & Recreation	Additional Staff - approved 1991 budget	\$30,116.32 to \$30,532.32	06/05/91
Mr. James Bridge	Rink Attendant I (D-9)	Culture & Recreation	Additional Staff - approved 1991 budget	\$30,116.32 to \$30,532.32	06/05/91
Mr. Kevin Christenson	Legislative Assistant I (L)	City Clerk	Replacing Ms. L. Dale - resigned	\$40,601.60 to \$47,810.88	06/05/91
Mr. Donald Dilks	Rink Attendant I (D-9)	Culture & Recreation	Additional Staff - approved 1991 budget	\$30,116.32 to \$30,532.32	06/05/91
Mr. Mike Josic	Rink Attendant I (D-9)	Culture & Recreation	Status Change per Local 5 Agreement	\$30,116.32 to \$30,532.32	08/04/91
Ms. Ann Moffatt	Administrative Assistant II (O)	Property	Replacing Ms. A. Johnston - retired	\$31,747.56 to \$37,313.12	06/05/91
Mr. Mahendra Shah	Senior Project Manager (I)	Property	Replacing Mr. W. Selzer - retired	\$52,490.88 to \$61,850.88	06/05/91

Prepared 11/06/91

THE CORPORATION OF THE CITY OF HAMILTON

TERMINATIONS FROM PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>LENGTH OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Mr. Ken Allen	Probationary Firefighter	Fire	Resigned	1 month	15/04/91
Ms. Donna Barr	Stenographer III	Treasury	Resigned	16 years, 8 months	13/05/91
Mr. Andrew Briscoe	Labourer/Truck Driver	Public Works	Terminated	9 months	20/05/91
Mr. Grant Holle	Labourer	Parking Authority	Resigned	2 years	17/05/91
Mr. Joseph Korhammer	Concrete Finisher	Public Works	Deceased	11 months	10/05/91
Mr. Mike Korotash	Asphalt Raker	Public Works	Resigned	1 year, 10 months	21/05/91

Prepared 11/06/91



G.

Brian Hinkley Alderman Ward Three

71 Main Street West
Hamilton, Ontario
L8N 3T4

Tel: (416) 546-2730
Res: (416) 572-7500

CITY COUNCIL

Finance & Administration
Committee
-Chairman

Keep Hamilton
Clean Committee
-Chairman

Seniors Centre
Feasibility Study
-Chairman

Harbour Task
Force
-Chairman

Handbill
Sub-Committee
-Chairman

Hamilton Municipal
Retirement Fund
-Chairman

Hamilton Seniors
Council
-Liaison

Parks & Recreation
Committee
-Member

Hamilton Non-Profit
Housing
-Member

Regional Engineering
Committee
-Member

Regional Economic
& Planning Committee
-Member

Chairman's Environmental
Advisory Committee
-Member

Hamilton-Wentworth
Children's Aid Society
-Member

June 11, 1991.

Mr. John Thompson,
Secretary,
Finance and Administration Committee,
City Hall,
71 Main Street West,
Hamilton, Ontario.
L8N 3T4.

Dear Mr. Thompson:

Please place the following on the **Agenda of the next Finance and Administration Committee** re a Symposium on Tree Preservation, Wednesday, May 22nd, London, Ontario. I had the opportunity to attend the above Seminar on behalf of Hamilton City Council.

I was very interested in the Draft Report of the Tree By-Laws Advisory Committee.

Members of the Finance and Administration Committee may recollect a Motion that I moved at City Council on July 31, 1990. I have attached, for your information, a copy of that Motion.

It would seem that Hamilton is starting to slip behind. The Motion that I proposed provided for a maximum fine of \$10,000. I recall many Members of Council expressing loud concern that a \$10,000. fine was very extreme. If you review the Draft Report, you will note the Advisory Committee, composed of responsible elected and appointed Municipal Officials, are recommending a maximum fine of \$500,000.

**ATTACHMENTS AND ENCLOSURES
DISTRIBUTED UNDER SEPARATE
COVER**



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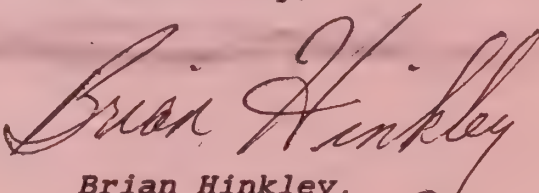
You will note that we are in a very serious problem in Ontario with respect to the mass amount of trees that have been removed.

In hindsight, my proposed By-Law is extremely weak. It is certainly of interest to note the problems expressed in the Draft Report and the recommendations for action. This action must be taken fast; otherwise, Ontario communities are going to suffer very serious consequences.

The enclosed Report is self-explanatory.

I would like to take this opportunity to thank the Members of the Finance and Administration Committee for recommending my attendance at this Conference.

Yours truly,


Brian Hinkley,
Alderman, Ward 3.

BH:dd

Encl.

CHAIRMAN:
THOMAS D. ADAMSON

MEMBERS:
ALDERMAN VINCE AGRO
ALDERMAN JOHN GALLAGHER



THE PARKING AUTHORITY OF THE CITY OF HAMILTON

PETER G. BAKER
GENERAL MANAGER

2.

TELEPHONE: (416) 523-PARK
FAX: (416) 523-0878

80 MAIN STREET WEST, HAMILTON, ONTARIO L8P 1H6

RECOMMENDATION

DATE: 19 April 1991

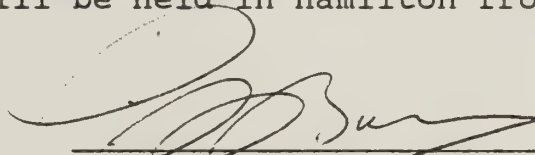
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. P. G. Baker, General Manager
The Parking Authority of the City of Hamilton

SUBJECT: Grant to Defray Cost of Canadian Parking Association
Convention, October 27 through 30, 1991

RECOMMENDATION:

That the City of Hamilton make available the amount of \$10,000 from Account #CH55307 80040, The Hosting of Conferences with Municipal Subject Content, to assist in defraying the costs associated with hosting the **1991 Canadian Parking Association 7th Annual Conference**, which will be held in Hamilton from October 27 through 30.



Peter G. Baker, General Manager

FINANCIAL IMPLICATIONS:

The Treasurer has agreed that sufficient funds are available in the Hosting of Conferences with Municipal Subject Content account.

BACKGROUND:

The **Canadian Parking Association** is the only national organization of its type in Canada. This "high profile" parking organization was lobbied a number of years ago to have the conference brought to Hamilton. The **Parking Authority** has been instrumental in attracting this major conference to the City and expects that approximately 400 delegates, exhibitors, and spouses will be in attendance; which will have a significant economic impact on the City.

cc Mr. E. C. Matthews

3.

CITY OF HAMILTON
- RECOMMENDATION -

JUN 11 1991

DATE: 1991 June 7

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson,
City Solicitor

SUBJECT: Application for Special Legislation Respecting Smoke Alarms.

RECOMMENDATION:

That the City of Hamilton hold its application for special legislation respecting smoke alarms in abeyance for three months.

P. Noé Johnson

FINANCIAL/STAFFING/LEGAL IMPLICATIONS: N/A

BACKGROUND:

On October 9, 1990, City Council adopted Item 14 of the 23rd Report of the Finance and Administration Committee which reads:

"14. That the City Solicitor be authorized and directed to apply for special legislation to implement the draft By-law, attached hereto and marked Appendix "B", requiring apartment building to install emergency lighting and smoke alarms."

DISCUSSION:

On November 16, 1990, a draft Bill and a draft Notice were sent to the Clerk of the Legislative Assembly. The Legislative Counsel of the Legislature made some changes to the draft Bill and circulated it to various Ministries of the Ontario Government.

The Ministry of Housing opposes the draft Bill on the basis that it creates standards which conflict with those of the Building Code Act. This Act, however, only applies to new or reconstructed buildings. The Ministry wants to have one building standard on smoke alarms.

The Ministry of the Solicitor-General has also objected to the draft Bill, as that Ministry is currently drafting provincial regulations to the Fire Marshals Act which will be wider in scope than the draft Bill. The Ministry prefers to have one standard set of regulations on fire safety for all of Ontario, as expressed by the Fire Code.

The next step would be to discuss the draft Bill at the Special Legislation Committees of the Assembly.

As the Ministry of the Solicitor-General is drafting regulations which will achieve more than what the City of Hamilton is seeking in its draft legislation, the Law Department is prepared to hold the City's application in abeyance for three months, pending action by the Solicitor General. At the end of three months we will prepare a report back to Committee and Council advising either,

1. that the Solicitor General's regulations to the Fire Marshals Act have been passed, or failing any action,
2. that the City's application will be reinstated by commencing the processing with re-advertisement, followed by a hearing of the Special Legislation Committee.

The Fire Department agrees with this course of action.

4.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 May 24

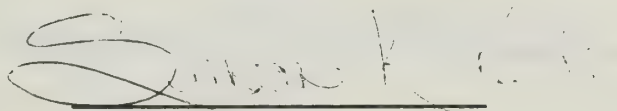
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mrs. Susan K. Reeder, Secretary
Planning and Development Committee

SUBJECT: Disposition of Fines - Municipal Prosecutions

RECOMMENDATION:

That the Minister of Municipal Affairs be requested to introduce and secure the enactment of an amendment to the Planning Act, 1983 and the Fire Marshall's Act, so that proceeds of every fine imposed under any provision of those acts, will be paid to the Treasurer of the Municipality that prosecutes the offense, and bears the cost of such prosecution.


Susan K. Reeder, Secretary

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The fines covered are those for by-law offenses such as zoning, interim control, property standards, demolition control, and site plan control regulations. The total amount of fines imposed by the Courts under the Planning Act, 1983 in 1990 was \$6,450.00. In the first quarter of 1991 the amount of fines imposed through City of Hamilton prosecutions under the Planning Act, 1983 is already \$5,350.00.

The fines imposed by the Courts as a result of City of Hamilton enforcement pursuant to the Fire Marshall's Act totalled \$46,000.00 for the last quarter of 1990 and approximately \$22,660 so far in 1991.

BACKGROUND:

The Planning and Development Committee at its meeting held Wednesday 1991 May 22 endorsed the above noted recommendation and directed that it be forwarded to the Finance and Administration Committee for consideration.

DISCUSSION:

In March of this year, the local Crown Attorney, Mr. David Carr, under instructions from the Regional Office, turned over to the City (and Region) carriage of all prosecutions for which the municipalities receive the fines imposed and collected. The Province until that time had been prosecuting moving violations under Municipal Traffic By-laws, while the fines were to be credited to the municipality.

The Province receives fines collected under the Fire Marshall's Act and must assume responsibility for prosecution thereof should the City choose not to continue the current practice. This option has not been pursued based on the recommendation of the City of Hamilton Fire Chief. It was felt that the level of service and effectiveness of Fire prosecutions would suffer.

c.c. Ms. P. Noe Johnson, City Solicitor
Mr. A. Georgieff, Director of Local Planning



CITY COUNCIL
HAMILTON, CANADA

5.
Alderman Don Drury

71 MAIN STREET WEST L8N 3T4 • (416) 546-2730 • RES. (416) 545-7077 - WARD 3

1991 June 12

Alderman Brian Hinkley
Chairman
Finance & Administration Committee

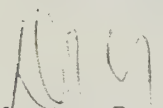
Dear Mr. Chairman:

Please note the attached letter of resignation by Mr. Bill Romans, President of the Hamilton Taxi Owners Organization dated June 2, 1991.

I am drawing this matter to your Committee's attention in that the Hamilton Taxi Owners Organization is mandated by the by-law governing the Taxi Advisory Committee to have a member serve throughout the rest of this term.

Therefore, I would be most appreciative if we would accept the nomination of Mr. Mike Anderer to replace Mr. Bill Romans for the remainder of this term.

Sincerely.


Alderman Don Drury
Chairman
Taxi Advisory Committee

DD:jf

c.c. Mr. Bill Romans, President, Hamilton Taxi Owners Organization
Upper James Postal Outlet, 856 Upper James, Hamilton L9C 7M5
Mr. Mike Anderer, 440 Quigley Road, Hamilton, L8K 5N3



JUN 3 1991

Hamilton Taxi Owners Organization

Upper James Postal Outlet • 856 Upper James St., Hamilton, Ontario L9C 7M5 • Lock Box 20004

June 2, 1991

Alderman Don Drury
Chairman, Taxi Advisory Committee
City of Hamilton
71 Main St. West
Hamilton, Ontario
L8N 3T4

Dear Alderman Drury:

For the past month I have been in Nova Scotia dealing with a personal family matter. I apologize for missing the May 21st meeting of the Taxi Advisory Committee but it was unavoidable. It is also clear that I must return to Nova Scotia for an indeterminate period of time.

I have written to Mr. Mike Anderer of 440 Quigley Road, Hamilton, Ontario L8K 5N3, to ask if he would assume my position on the Taxi Advisory Committee. Mike who is presently Vice President of the Hamilton Taxi Owners Organization, will be assuming the role as President during my absence and would be an appropriate person to take my place on this Committee as well.

Should I be able to return before the end of this Committee's mandate, I will be in touch with you. In the event that I may not, I would like to express my appreciation for the opportunity of serving on this Committee and wish its members every success in the ongoing process of making Hamilton's taxi industry more able to serve the people of this community as well as a better place for people to work.

Sincerely,

A handwritten signature in cursive script that reads "Bill Romans".

Bill Romans, President
Hamilton Taxi Owners Organization

cc Mike Anderer

SLATER STEELS
HAMILTON SPECIALTY BAR DIVISION
A DIVISION OF SLATER INDUSTRIES INC.

319 SHERMAN AVE. N., P.O. BOX 2943, HAMILTON, ONT. L8N 3P9 TEL.: (416) 549-4774, FAX: (416) 549-3785


**SLATER
STEELS**

June 10, 1991

Mr. Brian Hinkley
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Hinkley:

We are in receipt of a copy of your letter dated June 4, 1991, addressed to the President of our Local Union Tony Rodo.

Firstly, in answer to your question on page two (2), there have been complaints made to the By-Law Enforcement Officer by Union worker's.

Secondly, we are confused by your second last paragraph. This whole issue has become an unwanted labour relations issue for the Company.

The Company does not wish to suspend or discharge any employee. The problem we have is how do we protect our interests and the interests of the employees who are subject to fines under the By-Law.

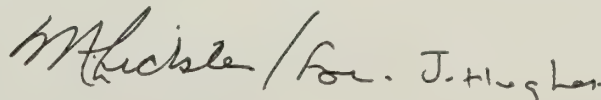
If you wish to guarantee the following, then we will cease our normal disciplinary procedures for this offence.

- i) The By-Law Enforcement Officer will not visit our plant until, as you note, the "situation will be rectified".
- ii) No action will be taken against any employee or the Company if either is found to be in violation of this By-Law.

If you do not get such direction then we see no alternative but to proceed with our current course of action.

We remain willing to meet with you, Mr. L. Staley and Mr. T. Rodo at any time to discuss this matter further.

Yours truly,



JWH/bh

J. W. Hughes
Manager - Human Resources & Communications

pc File



CITY COUNCIL

Brian Hinkley Alderman Ward Three

71 Main Street West
Hamilton, Ontario
L8N 3T4

Tel: (416) 546-2730
Res: (416) 572-7500

June 4, 1991.

*Mr. Anthony Rodo,
President,
United Steelworkers of America,
Local Union 4752,
Steelworkers' Centre,
Suite 202,
1031 Barton Street East,
Hamilton, Ontario.
L8L 3E3.*

Dear Brother Rodo:

*Thank you very kindly for your letter received by FAX
dated May 31, 1991.*

*First of all, I couldn't agree with you more with respect
to the **Smoking In The Workplace By-Law**. I believe it is,
quite frankly, silly to have this By-Law in certain areas
such as Foundries and Steelmaking operations.*

*The Public Meeting was really to deal with the **Smoking
In Public Places By-Law**.*

*It is my hope that both By-Laws will be rationalized into
one and exemptions permitted for places such as you
refer.*

*You have used the word 'ridiculous'. Again, I agree with
you. Unfortunately, we have been dealing with different
By-Laws in isolation.*

Finance & Administration
Committee
-Chairman

Keep Hamilton
Clean Committee
-Chairman

Seniors Centre
Feasibility Study
-Chairman

Harbour Task
Force
-Chairman

Handbill
Sub-Committee
-Chairman

Hamilton Municipal
Retirement Fund
-Chairman

Hamilton Seniors
Council
-Liaison

Parks & Recreation
Committee
-Member

Hamilton Non-Profit
Housing
-Member

Regional Engineering
Committee
-Member

Regional Economic
& Planning Committee
-Member

Chairman's Environmental
Advisory Committee
-Member

Hamilton-Wentworth
Children's Aid Society
-Member



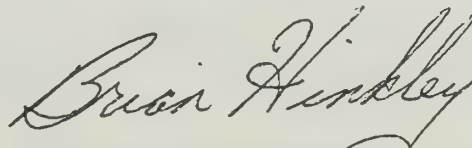
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I am, however, curious to ask why the Management would be so forceful on enforcing this By-Law? I pose the question ... "are there actually people complaining to Management that the By-Law is not being adhered to?" I also wonder if these people are Union Members in the workplace.

At any rate, I too would agree with you that it would be rather extreme to issue suspensions and discharges over this By-Law. If we can change the By-Law, or if you can be patient and Management can be patient for some time yet, I believe this situation will be rectified.

Thank you very kindly for taking the time to express your opinions to me.

Yours truly,

A handwritten signature in cursive script that reads "Brian Hinkley". The signature is fluid and elegant, with a large, sweeping "B" and a long, trailing flourish at the end.

Brian Hinkley,
Alderman, Ward 3.

BH:dd

c.c. All Members of the Finance and Administration
Committee;
John Thompson, Secretary, Finance and Administration
Committee.



MAY 3 1991

UNITED STEELWORKERS OF AMERICA
LOCAL UNION 4752
STEELWORKERS' CENTRE, SUITE 202
1031, BARTON STREET, EAST
HAMILTON, ONT. L8L 3E3
TEL. 549-9688 FAX: 549-8419

TO: ALD. BRIAN HINKLEY, CHAIRMAN,
FINANCE COMMITTEE
CITY HALL, HAMILTON

Dear Brian,

At the last public hearing, concerning the expansion of the non-smoking by-law, on April 24th., I asked the Committee for a review regarding the section "smoking in the work place".

That evening I pointed out the difficulties that this section of the by-law is causing to both the Management and the Union. Both parties agree that certain areas, such as lunchrooms, changerooms and first-aid, should remain smoke free.

However, there are areas, such as the Melting, steel rolling and shipping, that make this by-law ridiculous. At that meeting, I asked the Committee to send representatives to our plant, Slater Ind. (H.S.B. Div.) 315, Sherman Ave. North, to study the situation before a confrontation between Union and Management arises.

The Management, in its effort to uphold the by-law, is reprimanding employees for smoking in such areas. After verbal and written warnings comes the suspensions, up to and including discharge. The Union maintains that suspensions and discharges over a cigarette is unacceptable.

We were hoping to have heard from the Committee by now, but this did not happen. What is the use of showing up at City Hall, may I ask, when our concerns are unnoticed?

Hoping to hear your comments, I beg to remain,

Your Truly,


Anthony Rodo,
President.

7(a)

CITY OF HAMILTON

- INFORMATION -

DATE: 1991 June 10

REPORT TO: Chairman and Members
Finance and Administration Committee

FROM: Mr. L. Sage
Chief Administrative Officer

SUBJECT: **PERFORMANCE EXCELLENCE PROGRAMME STATUS REPORT**
(132-0001)

BACKGROUND:

Final approval for the joint Region and City three year PEP Programme was given on March 16th, 1990. A presentation will be made at the July meeting of the Finance and Administration Committee detailing the strategy for PEP tasks undertaken to date, our findings, the scope and integrated nature of the tasks and their impact on implementation. This report summarizes the initiatives undertaken by the PEP Project Team since approval and the status of PEP tasks to date.

From April to June, 1990, the PEP Project Team's major task was that of communication with the workforce in order to promote employee participation and task involvement in the development of effective policies and programmes. During this time, a brochure was designed, produced and distributed to all employees describing PEP objectives and encouraging employee involvement. Also, a series of information sessions were held for all Region and City management staff and union presidents and executives.

During July and August, 1990, the initial PEP tasks were assigned to Project Team members. During this time, the assigned tasks were re-analyzed for projected time schedules for completion, the resources/information/material required for the task, and task team recruitment and enablement occurred.

In September 1990, work on key PEP tasks commenced. Fifteen percent of the tasks outlined in the PEP Study Design Document are related to project administration and are ongoing throughout the life of the PEP Project. Excluding these, 55% of the key PEP tasks have been undertaken to date; 77% of which are targeted for completion by the end of 1991. While some of the PEP tasks can be completed and implemented independent of other tasks, the majority are interrelated and necessitate one or more task completions prior to implementation in order to ensure consistency and accountability.

The following lists the key PEP components and tasks that have been undertaken and their status, as well as those that are still outstanding, exclusive of tasks related to project administration:

<u>PEP Components and Tasks Undertaken Since September 1990</u>	<u>Status</u>
Data Systems	
Existing Systems	Completed
Other Systems	Ongoing
Data System Requirements	Underway
Data System Selection and Implementation	Pending Data System Requirements
Performance Management	
Employee Categories	Completed-pending data systems implementation
Existing Attendance Policies/Procedures	Completed
Attendance Policy	Pending final draft
Substance Misuse	Completed
Income Protection	
Existing Benefits	Completed
Benefits Analysis	"
Claims Management Procedures	"
Short Term Disability Eligibility	"
Corporate Health (Medical)	
Existing Corporate Medical Services	Completed
Role of Corporate Health Function	Pending final report recommendations June/91
Occupational Health & Safety Policy	"
Occupational Hygiene & WHMIS	"
Work-Life Enhancement Programmes	
Types of Programmes	Child Care item underway through Human Resources
Employee Recognition Programmes	Policy complete; procedures pending final draft

PEP Components and Tasks Outstanding

Performance Definitions

Corporate Performance Standards

Performance Management

Discipline Procedures

Non-Culpable Performance Procedures

Job Specific Performance Standards Methodology

Performance Evaluation

Job Performance Incentives/Disincentives

Work Accommodation

Temporary Modified Work

Permanent Partial Disability Placement

Employee Assistance

Employee Assistance Programme (redefined under Work-Life Enhancement Component, Wellness Initiatives Task)

Performance Attainment Process

Training and Education

Corporate Training, Education & Development

Customer Service Excellence Programme

Career Development Policies

Work-Life Enhancement Programmes

Types of Programmes

Retirement Policies

Wellness Initiatives

7(b)

CITY OF HAMILTON

- INFORMATION -

DATE: 1991 June 11

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. Lou Sage
Chief Administrative Officer

SUBJECT: UNION CORRESPONDENCE DATED MAY 21, 1991
REGARDING THE PERFORMANCE EXCELLENCE
PROGRAMME (CAO 132-0001)

BACKGROUND:

The above mentioned correspondence from Union Locals CUPE 5, CUPE 167, CUPE 932, CUPE 1041, HPFFA 288, ATU 107, ATU 1585, and IUOE 772 states they are opposed to the Performance Excellence Programme (PEP) and they have requested that the City of Hamilton and the Region of Hamilton-Wentworth review and reject PEP. The letter does not specifically indicate the reason for their position although it does imply that the collective bargaining process is being compromised.

PEP and the PEP Steering Committee have maintained their commitment to the principles and concepts discussed at 1989 negotiations. Employee participation has been incorporated into PEP tasks, the opportunity for official union input and comment has also been incorporated into the PEP development process, without compromising the unions' right to grieve application of policies, and management has retained the decision-making role that appropriately belongs to it.

The unions' position with regard to PEP is understandable. They have a primary mandate to protect the employment, wages, benefits and working conditions of their members. Much of PEP's goals are aimed at providing consistent management policies which will provide a better workplace for the majority of our employees but which will also identify unproductive employees. It is their concern over this issue that is being reflected in their correspondence. They are positioning themselves in such a manner that if it is ultimately necessary to arbitrate these issues, the corporation cannot allege that they were willing participants in policy development.

PEP should continue to move forward and continue to dialogue both with the unions and our employees. The goals of PEP to treat employees with dignity and respect, of reducing absenteeism, and improving the quality of our service to the public cannot be set aside.

June 11, 1991

The following is a chronological background summary of the unions' stated concerns with the PEP Programme as well as summary of the steps taken by PEP regarding those concerns and the issue of union involvement:

1989 Central Bargaining- Involved CUPE 5 City and Region, CUPE 167 City and Region, CUPE 167 Health and Macassa, and CUPE 2176 Wentworth Lodge. During this process, extensive discussions took place regarding quality and quantity of work and the major issue of absenteeism. John Johnston shared information with the unions about a programme that was in the initial design stages to address the issue of inconsistent management practices. This programme was referred to, at that time, as an Absentee Control Programme, and was subsequently changed to Performance Excellence Programme to reflect the broad scope and positive aspects of the programme. The principles and concepts, however, have remained the same. Agreement was reached by all parties on several points:

- a) recognition of the absenteeism problem
- b) the need for the employer to address the deficiencies in management practices that have led to inconsistent application of rules
- c) the right of the employer to design and implement policies to resolve the problem
- d) the unions' right to grieve the application of policies.
- e) initiatives toward resolution of the problems must be of a positive rather than punitive nature.
- f) union input, of a non decision-making nature, would be valuable and a commitment was made to keep the unions informed on an ongoing basis and to receive their input at appropriate times.

February 21, 1990

Meeting with Raffaella Cowell, John Johnston, Fred Loft and Jim Keenan of Local 5 regarding the principles and objectives of PEP.

March 7, 1990

Meeting with Raffaella Cowell, Bill Ferguson and Jim Clairmont of Local 167 regarding the principles and objectives of PEP.

June 11, 1991

- April 10, 1990 Press Release by Local 5 requesting independent investigation regarding procedural inconsistencies and an invitation to be heard by the Finance and Administration Committee.
- April 18, 1990 Agreement between Local 5 and City of Hamilton on a number of Local 5 complaints; one item agreed to was the coordination, within 60 days, of a seminar outlining the objectives of PEP for designated union officials.
- May 1, 1990 PEP distribution of Programme Design Document to all union presidents with the exception of Amalgamated Transit Union locals because Project Transvision, the pilot for PEP, had already been underway for some time in the Transit Department, and the Library locals who are not included in the scope of PEP due to the autonomous nature of the Library Board's relationship with the City of Hamilton.
- May 16, 1990 Information session held regarding PEP for all union presidents and their respective executive. Excluded from invitation were ATU and Library locals. Firefighters, although invited, did not have any representatives in attendance.
- June, 1990 Distribution of PEP brochure to all employees of City and Region corporations through payroll. Excluded were ATU and Library locals.
- July 18, 1990 Decision of PEP Steering Committee to confirm, by letter to union presidents, that opportunity for official union questions, input and comments on policies developed by PEP would take place at final draft stage of policy development, after which it would receive a final review by the PEP Steering Committee, prior to submission for approval. This decision was taken based on the Committee's agreement that direct union involvement in the development of policies would place the unions in a conflict situation. They could not, on one hand, develop and agree to policies and, on the other hand, retain their right to grieve application of those same policies. This position was in keeping with agreements reached at collective bargaining. A letter reflecting this decision was sent to all appropriate union presidents on August 8th, 1990.

June 11, 1991

August 7, 1990	Letter received from Stan Simpson, lawyer for CUPE Locals 5, 167, 932, ATU 107 and Firefighters Local 288 requesting that PEP implementation be delayed and an immediate call for unions' input and participation be initiated.
September, 1990	PEP task groups, comprised of union and management employees, commenced the process of developing policies outlined in the PEP Study Design Report.
September 12, 1990	Meeting with John Johnston, Raffaella Cowell, Jim Keenan, Donna Merritt and Ron Bowman regarding PEP. An offer was made to re-brief employees regarding PEP - Local 5 accepted the offer; the others did not feel it was necessary.
September 14, 1990	Local 5 advised the secretary of the Finance and Administration Committee that they did not wish to make a presentation at that time due to agreement reached to re-brief their employees.
November & December, 1990	Information sessions about PEP took place at Local 5 worksites. Union president or designate in attendance at all sessions.
April 5, 1991	Draft policies developed by PEP forwarded to union presidents with request to attend meeting on April 18th, 1990 to answer questions and provide clarification on policies. Written comments requested by April 26, 1990.
April 8, 1991	PEP attended joint City/Region EAP Committee meeting, at their request, to share information and overview of any PEP draft policies.
April 18, 1991	Meeting held with union presidents, at PEP invitation. Local 5, 167, 1041, and ONA 50 attended and declined official comment. No written feedback or statement of position was received.
May 21, 1991	Letter received from the unions indicating their opposition to PEP.
June 3, 1991	PEP information session held for Culture & Recreation Local 5 rink attendants, at department's request.



President
James Keenan

Secretary
Ed Thomas

May 21, 1991

Councillor Anne Sloat,
Chairman,
Finance and Personnel Committee,
Regional Municipality of Hamilton-Wentworth.

Alderman Brian Hinkley,
Chairman,
Finance and Administration Committee,
City of Hamilton.

Re: Performance Excellence Program

Dear Sir/Madam:

In addition to our letter of October 31, 1990 from our legal advisor Mr. Stan Simpson, it is to be expressly understood that all of the following unions continue to be totally opposed to the Performance Excellence Program as well as the Transvision Program currently in practice at the Hamilton Street Railway, C.U.P.E. Local 5, 167, 932, 1041, Hamilton Firefighters L-228, Transit Workers Locals 107 and 1585 and Operating Engineers Local 772.

At a meeting held on April 17th, 1991, there was a total concurrence by all of the Presidents of the aforementioned Locals that we stand united on the fact that all of our members who are employees of the City of Hamilton and the Region of Hamilton-Wentworth are unhappy with the policy statements from H.S.R. as well as from the City and the Region.

We are all of the opinion that the Employee Assistance Program, namely H.E.L.P., is more than adequate to address the needs of the employees. Further, we shall recommend to our members that they cease and desist from participation in any function of these programs. Any change in the E.A.P. and specific policies should go through the route of the Collective Bargaining process.

It is imperative that the roles of unions and management with respect to the negotiating process be allowed to continue in the manner in which it was formulated and legislated. On this basis, the aforementioned unions request that the quality of working life programs, namely Transvision and the Performance Excellence Program, be reviewed and rejected by both the City and Regional elected representatives.

Yours truly,

Local 5

James Keenan

Local 167

D. F. Mcgrieth pers. ch.

Local 932

[Signature]

Local 1041

[Signature]

Hamilton Firefighters
Local 228

R. Bairn

Transit Workers
Local 107

[Signature]

Transit Workers
Local 1585

Paul Kibri

Operating Engineers
Local 772

[Signature]

cc: J. Johnston
W. Anderson
R. Cowell



CITY COUNCIL

Brian Hinkley Alderman Ward Three

71 Main Street West
Hamilton, Ontario
L8N 3T4

Tel: (416) 546-2730
Res: (416) 572-7500

nance & Administration
Committee
-Chairman

Keep Hamilton
Clean Committee
-Chairman

Seniors Centre
Feasibility Study
-Chairman

Harbour Task
Force
-Chairman

Handbill
Sub-Committee
-Chairman

Hamilton Municipal
Retirement Fund
-Chairman

Hamilton Seniors
Council
-Liaison

Parks & Recreation
Committee
-Member

Hamilton Non-Profit
Housing
-Member

Regional Engineering
Committee
-Member

Regional Economic
& Planning Committee
-Member

Chairman's Environmental
Advisory Committee
-Member

Hamilton-Wentworth
Children's Aid Society
-Member

June 4, 1991.

*Mr. James Keenan,
President, Local 5,
Canadian Union of Public Employees,
231 Bay Street North,
Hamilton, Ontario.
L8R 2R1.*

*Ms. Donna J. Merritt,
President, Local 167,
Canadian Union of Public Employees,
231 Bay Street North,
Hamilton, Ontario,
L8R 2R1.*

*Mr. Larry Nelson,
President, Local 932,
Hamilton Public Library,
55 York Blvd.,
Hamilton, Ontario.
L8R 3K1.*

*Mr. Rick Campanella,
President, Local 1041,
Canadian Union of Public Employees,
231 Bay Street North,
Hamilton, Ontario.
L8R 2R1.*

*Mr. Ron Bowman,
President, Hamilton Firefighters Local 228,
66 Christopher Drive,
Hamilton, Ontario.
L9B 1G8.*

*Mr. Ken Cheeseman,
President, Transit Workers Local 107,
Amalgamated Transit Union,
26 Wilson Street,
Hamilton, Ontario.
L8R 1C5.*



Recycled Paper

Mr. Paul Kabic,
President, Transit Workers Local 1585,
Hamilton Street Railway,
330 Wentworth Street North,
Hamilton, Ontario.
L8V 4A7.

Mr. E. J. Herechuk,
President, Operating Engineers Local 772,
International Union of Operating Engineers,
217 Main Street West,
Hamilton, Ontario.
L8P 1J4.

Dear Mister/Madam Presidents:

Thank you very kindly for your letter dated May 21, 1991 addressed to Councillor Anne Sloat as Chairman of the Finance and Personnel Committee of the Region, and myself as Chairman of the Finance and Administration Committee of the City.

I must say I am personally concerned with the total opposition by all of the Local Unions that have signed this letter. However, be that as it may, that is certainly the right and prerogative of each and every one of you.

As you may be aware, I believe the concept of the **Performance Excellence Program** would enhance the opportunities for the employees, the Union and Management. However, if there are specific aspects of the Program that the Unions are taking issue with, then certainly those issues, if they are reflected in the operation of the workplace, could certainly be a source of complaint or grievances, through the grievance procedure. As a Trade Unionist for many years, I understand this very deep concern.

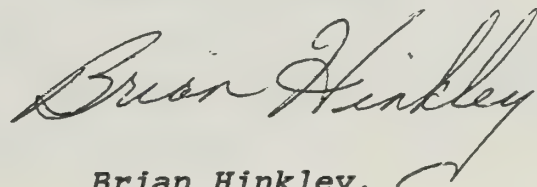
I also would hope that we could all find better ways to work together and resolve any problem areas. As far as I am concerned, matters of the workplace should be resolved by the Management concerned and the Representatives of the employees. If the **Performance Excellence Program** is not suitable to assist in this regard, then so be it.

I am taking the liberty of having your letter sent to the Finance and Administration Committee so that all Members of the Committee are aware of your concerns.

Again, on a personal note, may I express my deepest regret that the Program did not meet with the Union's support.

Thank you very kindly for expressing your concern.

Yours sincerely,



Brian Hinkley,
Chairman,
Finance and Administration
Committee.

BH:dd

JUN 05 1991

c.c. ~~John Thompson~~ Secretary, Finance and Administration
Committee;
All Members of the Finance and Administration
Committee;
John Johnston, Commissioner, Human Resources;
Wendy Anderson, Employment Equity Co-ordinator,
Human Resources;
Raphaella Cowell, Project Manager, Performance
Excellence Program;
Anne Sloat, Chairman, Finance and Personnel
Committee, Regional Municipality of Hamilton-
Wentworth.



CITY COUNCIL
HAMILTON CANADA

5 June 1991.

Alderman Brian Hinkley, Chairman,
Finance & Administration Committee.

Councillor Anne Sloat, Chairman,
Finance & Personnel Committee.

Dear Chairmen:

It is disturbing to realize that there is such opposition to the Performance Excellence Program by every Union under our jurisdiction and we must ask ourselves why. The greatest lesson I have learned is that for any program to be truly effective, the consumer - in this case, our employees - must form an integral part of the planning and implementation process.

This program is doomed to failure if this problem is not addressed now! It is too costly in terms of dollars/cents and employer/employee relations to continue unless we can gain the confidence of our workers. In my opinion the first step is to bring these Union Presidents before a joint meeting of the Regional Finance & Personnel Committee and the City's Finance & Administration Committee so that we can all deal with it first hand.

Sincerely,

Geraldine Copps,
Alderman, Ward 4.

GC:njb

c.c.'s Mr. James Keenan,
President, Local 5,
Canadian Union of Public Employees,
231 Bay Street North,
Hamilton, Ontario.
L8R 2R1.

Ms. Donna J. Merritt,
President, Local 167,
Canadian Union of Public Employees,
231 Bay Street North,
Hamilton, Ontario.
L8R 2R1.

c.c.'s - Cont'd.

Mr. Larry Nelson,
President, Local 932,
Hamilton Public Library,
55 York Blvd.,
Hamilton, Ontario.
L8R 3K1.

Mr. Rick Campanella,
President, Local 1041,
Canadian Union of Public Employees,
231 Bay Street North,
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L8R 2R1.

Mr. Ron Bowman,
President, Hamilton Firefighters Local 228,
66 Christopher Drive,
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Mr. Ken Cheeseman,
President, Transit Workers Local 107,
Amalgamated Transit Union,
26 Wilson Street,
Hamilton, Ontario.
L8R 1C5.

Mr. Paul Kabic,
President, Transit Workers Local 1585,
Hamilton Street Railway,
330 Wentworth Street North,
Hamilton, Ontario.
L8V 4A7.

Mr. E. J. Jerechuk,
President, Operating Engineers Local 772,
International Union of Operating Engineers,
217 Main Street West,
Hamilton, Ontario.
L8P 1J4.

JUN 06 1991

Mr. J. D. Thompson, Secretary,
Finance & Administration Committee.

. / 2.

All Members of the Finance & Administration Committee.

Mr. John Johnston, Commissioner of Human Resources.

Mrs. Wendy Anderson, Employment Equity Co-ordinator, Human Resources.

Mrs. Raphaella Cowell, Project Manager, Performance Excellence Program.



7(c)
Canadian Union of Public Employees - Syndicat Canadien de la Fonction Publique

LOCAL FIVE

231 Bay Street North, Hamilton, Ont. L8R 2R1

Telephone: 416-527-3391

Fax: 416-527-6217

President James Keenan

Secretary Ed Thomas

June 17, 1991

Mr. J. Thompson,
Secretary,
Finance and Administration Committee.
City Hall,
Hamilton, Ontario.

Dear Sir:

Re: P.E.P.

The Presidents of the Locals are having a meeting Wednesday, June 19, 1991 to discuss P.E.P. Please place this issue on the Agenda of the Finance and Administration Committee for Thursday, June 20, 1991 and the Presidents will tentatively attend this meeting. If there is a change, I will call you Wednesday afternoon.

Yours truly,

James Keenan,
President,
Local Five.
JK:sc

7(d)i

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 10

REPORT TO: Chairman and Members
Finance and Administration Committee

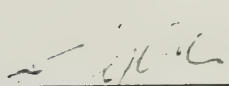
FROM: Mr. L. Sage
Chief Administrative Officer

SUBJECT: EMPLOYEE RECOGNITION POLICY (132-0001)

RECOMMENDATION:

That the following corporate policy on employee recognition be approved:

"The Corporation will participate in the provision of employee recognition programmes to acknowledge contributions to the overall corporate objective of delivery of excellent public service."



L. Sage

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Any costs associated with providing employee recognition programmes will be submitted through the annual budget process.

BACKGROUND:

The development of a corporate policy on employee recognition was identified as one of the tasks in the design document for the Performance Excellence Programme. A task group of employees from various levels in the organizations, bringing different workplace perspectives to the task, reviewed a variety of programmes and methodologies for employee recognition. They have developed procedures for formally and consistently recognizing service, retirement, attendance, training and workplace involvement as a method of recognition. These will be submitted as information in a later report. The policy has been approved by both the PEP Steering Committee and the senior management team.

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CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 10

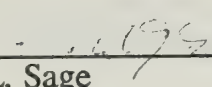
REPORT TO: Chairman and Members
Finance and Administration Committee

FROM: Mr. L. Sage
Chief Administrative Officer

SUBJECT: SUBSTANCE POLICIES (132-0001)

RECOMMENDATION:

That the policies regarding substance use, assistance and possession, as attached Schedule "A" of this report, be approved as corporate policies effective September 1st, 1991.



L. Sage

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

None.

BACKGROUND:

The development of a corporate policy regarding substance misuse was identified as one of the tasks in the design document for the Performance Excellence Programme. The policies and procedures were developed by a task group consisting of employees from various levels in the organizations who brought knowledge and experience from different workplace perspectives. A number of drafts were generated and the final policies and procedures incorporates legal and human rights considerations as well as feedback and suggestions received within the organization. They have been approved by both the PEP Steering Committee and the senior management team.

The recommended effective date of September 1, 1991 for the policies allows for the training of management personnel and communication to employees prior to policy implementation.

The corresponding procedures related to substance use, assistance and possession are attached as Schedule "B" for information.

LS/RC/

THE CORPORATION OF THE CITY OF HAMILTON

SUBJECT: SUBSTANCE USE

POLICY: The use of, or being under the influence of, alcohol or illicit drugs on the job is prohibited.

The intentional abuse of any prescribed or non-prescribed drugs, is prohibited.

Employees who operate their own or company vehicles, machinery or equipment in the provision of service to the public who violate this policy will be terminated.

All other employees who are in violation of this policy will be subject to disciplinary action, up to and including termination, depending on the nature of their responsibilities and the consequences of their actions.

Employees receiving assistance or treatment for a substance related problem are not exempt from this policy.

The Corporation will provide training for supervisors in the identification of substance use and the application of procedures.

RATIONALE: The Corporation is committed to providing a safe, efficient work environment for all it's employees and promoting a high standard of employee health and safety.

Substance use can deteriorate job performance and safety of employees, co-workers and the public and is inconsistent with the objective of operating in a safe and efficient manner.

Employees are therefore expected to be in suitable physical and mental condition to perform their job functions satisfactorily.

DEFINITION: For the purpose of this policy, a substance is alcohol, illicit drugs, prescription and non-prescription drugs.

Any level of consumption of any substance will be deemed to be a violation of this policy.

THE CORPORATION OF THE CITY OF HAMILTON

SUBJECT: ASSISTANCE FOR SUBSTANCE PROBLEMS

POLICY: Employees identified as having substance related problems will be offered assistance and support to regain a positive and healthy lifestyle and satisfactory job performance.

The Corporation will arrange and fund reasonable treatment for an employee with a substance related problem.

Employees undergoing treatment will receive appropriate benefit compensation.

This policy does not exempt employees from the Corporation's policy regarding the use of substances.

The Corporation will provide training for supervisors and union executives in the identification of employees potentially at risk and in the provision of support to employees re-entering the workforce after treatment.

The Corporation will provide employees with access to information regarding substance use through health and fitness promotion policies.

DEFINITION: For the purpose of this policy, substance is alcohol, drugs or other intoxicants.

For the purpose of this policy, funding will consist of payment for time off to attend treatment in accordance with the Income Protection Plan.

THE CORPORATION OF THE CITY OF HAMILTON

SUBJECT: SUBSTANCE POSSESSION

POLICY: The possession of illicit drugs or alcohol on corporation property or in corporation vehicles is prohibited and will be subject to severe discipline up to and including termination.

This applies to:

- 1) The possession of illicit drugs on Corporation property, including company vehicles.
- 2) The possession of alcohol on Corporation property or possession of alcohol in a Corporation vehicle which is not allowed under the Highway Traffic Act or laws of Canada.

The Corporation will provide training for supervisors in the identification of substances and the application of procedures.

THE CORPORATION OF THE CITY OF HAMILTON

SUBJECT: SUBSTANCE USE - PROCEDURES

DIRECTION: The use of, or being under the influence of, alcohol or illicit drugs on the job or the intentional abuse of any prescribed or non-prescribed drugs, is prohibited and will be responded to by the following procedures:

RESPONSIBILITY: It is the responsibility of the supervisor to monitor an employee's performance and progress through all phases of this policy and to take whatever actions are applicable.

IDENTIFICATION: 1. Observation of the behaviour of the person:

- unable to perform normal tasks
- experiencing unusual behaviour
(talking loudly, acting out of character)
- unstable on their feet
- red or glassy eyes
- slurred speech
- change in their complexion
(inflamed look)
- smell of intoxicant is evident on the
breath or in the area
- observed ingestion of the substance

RESPONSE: 1. If a problem is suspected:

- a) Stabilize the situation - move the employee to a safe place (if applicable).
- b) Talk with the employee to determine if there is in fact a problem.
- c) Contact the immediate supervisor.
- d) Obtain a second supervisor or co-worker as a witness.
- e) The supervisor should notify the Union Representative (if applicable and/or requested).

SUBJECT: SUBSTANCE USE - PROCEDURES (cont'd)

2. If it has been determined that there is a problem ask the employee if they wish to take a medical examination.

If medical examination is refused:

- a) Employee will be taken home by two supervisors, or a supervisor and a designate.
- b) Employee will be suspended, without pay, until further notice.
- c) A written report and investigation must be completed and an interview conducted at a later date, with the employee, to determine the appropriate discipline up to and including discharge.

If medical examination is agreed to:

- a) The supervisor will transport the employee to a medical facility. Two supervisors, or a supervisor and a designate, must transport the employee in the same vehicle.
- b) Upon arriving at the medical facility, the employee will be requested to sign a consent form. The form documents the employee's consent to have the examination, and the result will be released to the corporation. The results will be forwarded to the Human Resources Centre and placed in the employee's personnel file.

If medical examination results are NEGATIVE:

Employee returns to work.

If medical examination results are POSITIVE:

- a) Employee will be taken home by two supervisors or a supervisor and a designate.

SUBJECT: SUBSTANCE USE - PROCEDURES (cont'd)

- b) Employee will be suspended, without pay, until further notice.
- c) A written report and investigation must be completed and an interview conducted at a later date, with the employee, to determine the appropriate discipline up to and including discharge.
- d) Ask the employee if they are aware of the assistance programmes available to them.

NOTE: In the event that the employee is belligerent, unco-operative or their actions present a safety problem, the police will be called to handle the employee.

THE CORPORATION OF THE CITY OF HAMILTON

SUBJECT: ASSISTANCE FOR SUBSTANCE PROBLEMS - PROCEDURES

RESPONSIBILITY: It is the responsibility of the supervisor to monitor an employee's performance and progress through all phases of employer arranged assistance and to take whatever actions are applicable.

- IDENTIFICATION:**
1. Employees having substance related problems can access assistance voluntarily through the anonymous and confidential EAP programme.
 2. An employee may also request assistance by contacting his/her immediate supervisor, the Human Resources Centre or the Co-Ordinator of Occupational Health. All such requests will be treated as confidential.
 - 3) If an employee is identified as having a substance related problem, through his/her performance, medical authority or family, the immediate supervisor will discuss the concerns with the employee in an interview and outline to the employee the choices of action:
 1. Ask for employer arranged assistance
 2. Solve the problem on their own
 3. Do nothing and deal with potential consequences

NOTE: The supervisor should ask the employee if they desire union representation (if applicable) which will be provided.

- 4) If the employee requests or accepts the offer of employer arranged assistance, he/she will be referred to the Co-Ordinator of Occupational Health who will arrange the necessary referral to the appropriate outside agency for assessment.

**SUBJECT: ASSISTANCE FOR SUBSTANCE PROBLEMS -
PROCEDURES (cont'd)**

- 5) Upon commencement of an employer arranged assistance programme, the employee will be requested to sign a consent form that allows the employer to confirm participation in the assistance programme to facilitate continued funding of the treatment.
- 6) The supervisor will advise the employee that his/her job performance will continue to be monitored.

THE CORPORATION OF THE CITY OF HAMILTON

SUBJECT: SUBSTANCE POSSESSION - PROCEDURES

RESPONSIBILITY: It is the responsibility of the supervisor to monitor an employee's performance and progress through all phases of this policy and to take whatever actions are applicable.

VISUAL IDENTIFICATION:

1. The employee will be removed from the particular situation in the presence of two supervisory staff, or a supervisor and a designate, to a supervisory office pending investigation.
2. In all cases, supervisors will contact Human Resources, Labour Relations Section, to jointly assess and determine whether the circumstances warrant police intervention. In the case of illicit drugs, the supervisor should not take possession of the substance and the police will be called to investigate.
3. The employee will be suspended, without pay, until further notice.
4. Upon completion of the investigation, appropriate disciplinary action will be determined up to and including discharge and the employee will be interviewed by the Divisional Supervisor.
5. Supervisor will document the circumstances surrounding the visual identification of any substance.

SUSPECTED POSSESSION:

1. Supervisors will contact Human Resources, Labour Relations Section, to jointly assess and determine whether the circumstances warrant police intervention. In the case of suspected possession of illicit drugs, the supervisor should not take possession of the substance.

SUBJECT: SUBSTANCE POSSESSION - PROCEDURES (cont'd)

2. If it is determined that the employer has reasonable and probable grounds to suspect substance possession, the supervisor will contact the police to investigate.
3. If substance possession is confirmed, the employee will be suspended, without pay, until further notice.
4. Upon completion of the investigation, appropriate disciplinary action will be determined up to and including discharge and the employee will be interviewed by the Divisional Supervisor.
5. The supervisor will document the circumstances surrounding the suspected possession of any substance.

8.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 12

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. Lou Sage
Chief Administrative Officer

SUBJECT: 1100 Limeridge Road East - Request for Rezoning

RECOMMENDATION:

That the Planning and Development Committee be requested to initiate a rezoning of the parcel of land known municipally as 1100 Limeridge Road East to permit the development of a 57 unit senior citizens low-rise apartment building.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See Discussion.

BACKGROUND:

The City of Hamilton is the present owner of a 2.98 acre (12,058 m²) vacant parcel of land situated at 1100 Limeridge Road East in the Trenholme Neighbourhood (see Appendix A). The subject lands have been declared surplus to the needs of the City and the public tendering process has resulted in an acceptable bid for the parcel of land. As well, the Municipal Non-Profit (Hamilton) Housing Corporation has expressed a desire to the Property Department to obtain these lands and develop a senior citizens non-profit housing project.

The subject lands are currently zoned RT-10/S-229; City of Hamilton By-law 72-297 provides that the 12 acres of land on the south side of Limeridge in the area east of Upper Ottawa Street, which includes the subject lands, could be developed for townhouses to a maximum density of 123 units. The easterly portion of the lands contain a 66-unit townhouse project and on the westerly portion is located Hamilton Firehall No. 5. Accordingly, this would leave a balance of 57 units that can be developed. However, the subject lands must be developed in accordance with the RT-10 District regulations. Based on a lot area of 12,058.3 m², this would allow for approximately 44 townhouse units.

An appraisal was undertaken in February, 1991 to determine the market value of the land at its highest and best use. The appraisal stated the highest and best use was for townhouses and market value of the site was approximately \$31,000 per townhouse unit, \$1,350,000 in total.

DISCUSSION:

Over the past several years, there have been efforts to construct a non-profit senior citizens housing project at this site. The need and demand for senior citizens non-profit housing is very evident in Hamilton: as of February, 1991, there were 276 senior citizen households on the waiting list of the Hamilton-Wentworth Housing Authority in addition to 60 senior citizen households on the waiting list for units available from the Hamilton Housing Company. Moreover, the results of an Assisted Housing Survey conducted in 1988 revealed that some 1,940 senior households in Hamilton were in need of some form of socially-assisted housing. In addition, population projections suggest the number of senior citizens in Hamilton will increase over the next two decades.

The present RT-10 zoning designation makes the development of a non-profit senior citizens apartment building uneconomic. This is because current Maximum Unit Prices (the maximum cost at which non-profit housing projects can be developed) permit land costs for senior citizens apartment projects to be approximately \$10,000 per unit.

The Planning and Development Department has indicated they would support a maximum of 57 units for a senior citizens apartment project, providing the development is low profile, i.e., four stories. An appraisal report conducted in February, 1991, stated the market value of the subject lands for 57 senior citizen apartments would be \$570,000 or \$10,000 a unit; this is consistent with the Maximum Unit Prices guideline for land costs for senior citizen apartments.

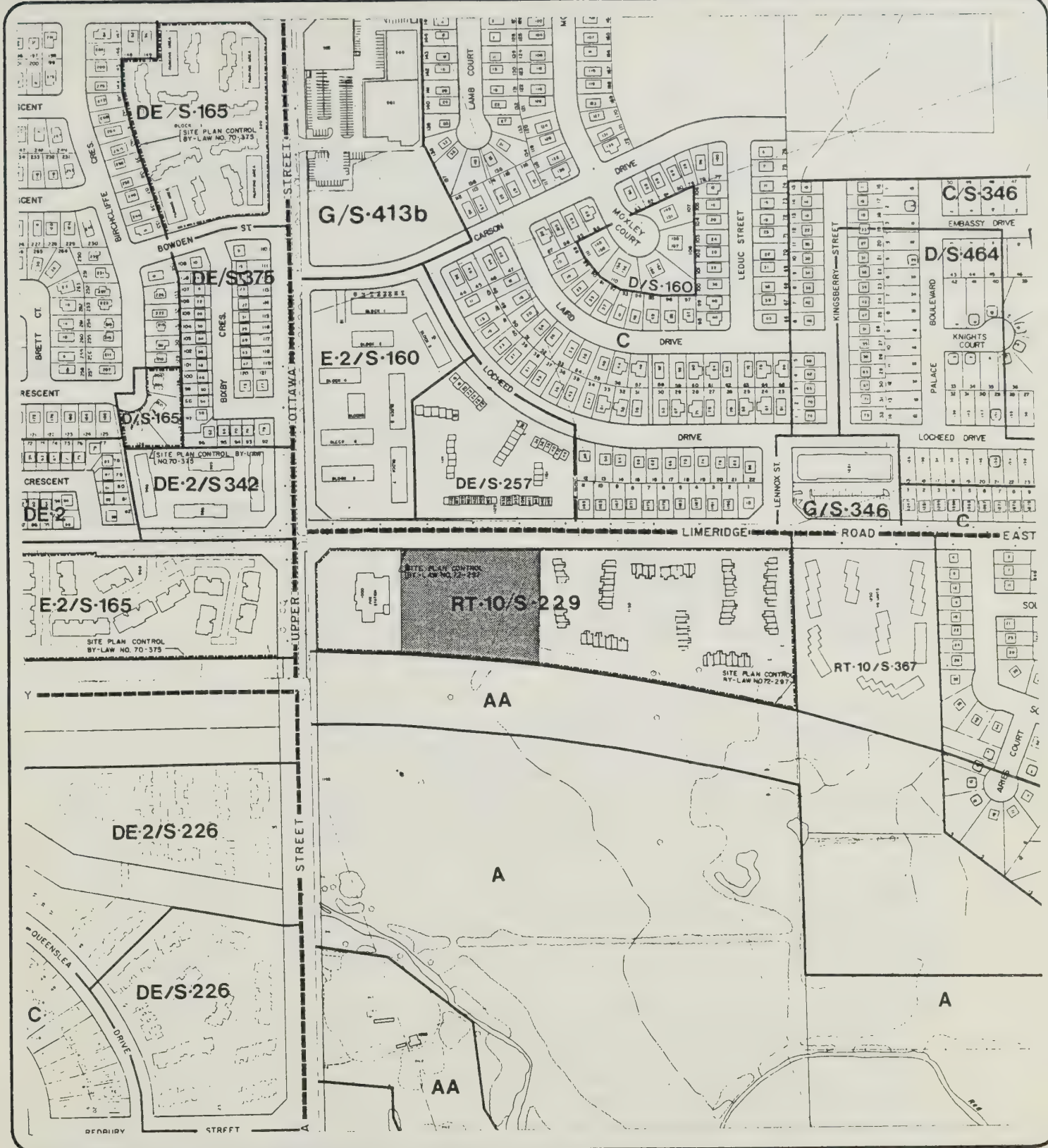
There is a \$780,000 difference in the estimates of market value of the subject lands depending on which zoning designation is applied. However, the long-term social benefits of constructing senior citizens housing on this parcel would be beneficial for the community.

As this land was purchased in the 1950's, the City would realize a financial gain irrespective of its ultimate zoning designation. What also must be recognized is that the need for senior citizen housing is very evident in Hamilton and this site is especially attractive in light of its proximity to public transit, shopping and other amenities. Moreover, the development of a low-rise apartment structure would provide a visual alternative to the current streetscape along Limeridge Road, which is predominantly townhouses. The development of a senior citizens housing project would also achieve a socially desirable integration with the family non-profit townhouse project to the east.

CONCLUSION:

The use of this surplus City-owned parcel of land for senior citizen's housing would respond to a growing demand for senior citizen housing in Hamilton. The City would achieve a financial gain and at the same time meet an important social objective, the provision of affordable housing. In addition, the development would provide a visual alternative to the current streetscape and integrate socially with the adjacent family non-profit housing development. Therefore, the property should be rezoned to permit the development of 57 senior citizen apartment units.

APPENDIX A



City of Hamilton

Key Map

Regional Municipality of Hamilton-Wentworth
Planning and Development Department

Legend



Subject Site

North



Scale

1:5000

Date

JUNE, 1991

Reference File No.

Drawn By

L.B.

9(a)

MAYOR'S YOUTH ADVISORY COMMITTEECONSTITUTIONJUNE 1991ARTICLE 1: NAME

This organization shall be known as the Mayor's Youth Advisory Committee, hereinafter referred to as MYAC.

ARTICLE 2: OBJECTIVES

- (i) MYAC will act as an advisory body to the Mayor, and through that office to Council, on those matters within the influence of the City of Hamilton which have an impact on the youth of this City.
- (ii) It will also be within the purview of MYAC to identify and bring forward issues which have an impact on the youth of Hamilton and, while not directly under the control of the Corporation of the City of Hamilton, may be of sufficient significance to warrant the City's consideration or support.
- (iii) MYAC shall encourage it's members to become more familiar with the workings of local government through education, involvement and participation.
- (iv) While it is not the expressed intent of MYAC to fulfil an advocacy role, by virtue of its involvement in issues of importance to youth, it will, through researching issues and presenting constructive solutions to identified concerns, act as a positive advocate for Hamilton youth through the Office of the Mayor.
- (v) MYAC will endeavour to participate actively in community events and activities in Hamilton, and through this involvement, foster a positive image for all young people.
- (vi) The objective of MYAC is, very clearly, to encourage the constructive input of the Youth

of the City of Hamilton on those matters which are likely to have an impact upon them.

ARTICLE 3: MEMBERSHIP

Membership in the Mayor's Youth Advisory Committee will be open to Youth between the ages of 13 and 25 who reside in the City of Hamilton.

Any member who, without proper notification, misses three consecutive meetings shall be removed from the MYAC mailing list, unless they have contacted a member of the Executive Committee or the Mayor's Office. Moreover, should that individual be a member of the Executive Committee, his/her position will be deemed vacant and the Executive will undertake to appoint a replacement.

ARTICLE 4: ELECTION PROCEDURES

Procedures for Election of Officers to the MYAC Executive Committee shall be as follows:

- (a)
 - (i) Nominations for the position of **Chairperson**
 - (ii) Candidates to speak to their nomination in a "panel debate" format
 - (iii) Voting for Chairperson
 - (iv) Tabulation of votes and announcement of successful candidate.
- (b)
 - (i) Nominations for the position of **Vice-Chairperson**
 - (ii) Candidates to speak to their nomination
 - (iii) Voting for Vice-Chairperson
 - (iv) Tabulation of votes and announcement of successful candidate.
- (c)
 - (i) Nominations for the position of **Secretary**
 - (ii) Candidates to speak to their nomination
 - (iii) Voting for Secretary
 - (iv) Tabulation of votes and announcement of successful candidate.
- (d)
 - (i) Nominations for the position of **Treasurer**
 - (ii) Candidates to speak to their nomination
 - (iii) Voting for Treasurer
 - (iv) Tabulation of votes and announcement of

successful candidate.

- (e)
 - (i) Nominations for the position of **Director of Public Relations**
 - (ii) Candidates to speak to their nomination
 - (iii) Voting for the Director of Public Relations
 - (iv) Tabulation of votes and announcement of successful candidate.
- (f)
 - (i) Nominations for the position of **Director of Promotions**
 - (ii) Candidates to speak to their nomination
 - (iii) Voting for Director of Promotions
 - (iv) Tabulation of votes and announcement of successful candidate.
- (g)
 - (i) Nominations for the position of **Director of Communications (Membership)**
 - (ii) Candidates to speak to their nomination
 - (iii) Voting for Director of Communications (Membership)
 - (iv) tabulation of votes and announcement of successful candidate.
- (h)
 - (i) Nominations for the position of **Director of Communications (High School Liaison)**
 - (ii) Candidates to speak to their nomination
 - (iii) Voting for Director of Communications (High School Liaison)
 - (iv) Tabulation of votes and announcement of successful candidate.
- (i)
 - (i) Nominations for the position of **Community Projects Co-ordinator**
 - (ii) Candidates to speak to their nomination
 - (iii) Voting for Community Projects Co-ordinator
 - (iv) Tabulation of votes and announcement of successful candidate.
- (j)
 - (i) Nominations for the position of **Director of Fundraising**
 - (ii) Candidates to speak to their nomination
 - (iii) Voting for Director of Fundraising
 - (iv) Tabulation of votes and announcement of successful candidate.

Format for the Election of Officers to the Executive Committee shall be:

1. The Chairperson for the Elections will be the Mayor's Executive Assistant or his/her accredited replacement.
2. All nominations for the positions outlined in Article 5 will be accepted from the floor when called for by the Chairperson of Elections.
3. Each nominated and seconded candidate will receive a maximum of three (3) minutes to speak to their nomination, unless they are acclaimed and then will have one (1) minute for an acceptance speech.
4. For the position of CHAIRPERSON, each candidate will receive a maximum of five (5) minutes to speak and will participate in a question and answer forum not to exceed fifteen (15) minutes in length.
5. All results will be tabulated by the Chairperson of Elections and the Mayor's Secretary. In the event of a tie, one recount will be permitted. Upon confirmation of the vote, the successful candidate will be decided by a drawing of lots. All ballots will be destroyed upon motion from the floor.

To be eligible to vote in the Election of Officers to the Executive Committee, a member must have attended a minimum of two (2) of the previous six (6) General Committee meetings.

ARTICLE 5: EXECUTIVE

The Executive Committee shall be composed of elected members, certain ex-officio members and the Chairpersons of all Ad Hoc Committees.

- (a) Elected Members:
 - (i) Chairperson
 - (ii) Vice-Chairperson
 - (iii) Secretary
 - (iv) Treasurer
 - (v) Director of Public Relations
 - (vi) Director of Promotions
 - (vii) Director of Communications (Membership)
 - (viii) Director of Communications (High School Liason)
 - (ix) Community Projects Co-ordinator

- (x) Director of Fundraising
- (b) Ex-officio Members: (no vote of Executive Committee)
 - (i) Immediate past Chairperson
 - (ii) Mayor of the City of Hamilton
 - (iii) Mayor's Executive Assistant
 - (iv) Mayor's Secretary
 - (v) Vice-chairpersons of all Ad Hoc Committees
- (c) Chairpersons of Ad Hoc Committees are appointed to and by the Executive Committee. Chairpersons of Ad Hoc Committees will appoint a Vice-Chairperson from the General Committee who will assume all responsibilities in his/her absence. The Chairpersons are required to make presentations to the Executive Committee.
- (d) The Executive Committee will endeavour to meet bi-monthly to discuss any correspondence and/or issues affecting MYAC, create a brief on it/them and present it to the General Committee for approval. Certain items may be voted upon solely by the Executive Committee where timing does not permit a meeting of the General Committee. A report of any decision of the Executive Committee must be made to the next meeting of the General Committee.
- (e) The role of the Immediate Past Chairperson will be to offer guidance and experience to the elected Executive Members and advocate concrete suggestions for MYAC to follow.

ARTICLE 6: DUTIES OF EXECUTIVE

Chairperson:

- (i) Basically the Chairperson must represent MYAC at any social function or meeting in which the input of MYAC is requested.
- (ii) Performs a ceremonial role for leadership and organization of MYAC.
- (iii) Must enforce due observance of this Constitution and rule on questions of order in meetings of the General and Executive Committees.

- (iv) Must make agendas for the meetings of the General and Executive Committees.
- (v) Must foster a strong liaison with City Council, the Mayor and the General Committee and the community on a whole.
- (vi) Must endeavour to meet with the Mayor at least once a month.
- (vii) Must be responsible for receiving and processing all incoming correspondence of MYAC.
- (viii) The Chairperson will serve as and ex-officio member of all Standing and Ad-Hoc Committees.

Vice-Chairperson:

- (i) Must assume all responsibilities for the Chairperson in his/her absence.
- (ii) Must oversee all work of the Standing and Ad Hoc Committees and foster a positive line of communication with these committees.
- (iii) Must represent any Executive Committee Member in his/her absence by providing their report to the General or Executive Committee;
- (iv) Must serve as Chairperson of the Priorities and Planning Committee.

Secretary:

- (i) Must Prepare and distribute the minutes for all MYAC meetings.
- (ii) Must Conduct all internal and external correspondence relating to MYAC business.
- (iii) Must Act as the mediator of communication between MYAC members and MYAC council.
- (iv) Under the leadership of the Chairperson, must work with the MYAC council as a whole to make decisions about the internal policy of the committee.
- (v) Must keep accurate MYAC records for historical reference purposes and ensure that these records are transferred to the Secretary elected when term has been complete.

- (vi) Must advertise and promote all general MYAC or MYAC meetings within MYAC council.

Treasurer:

- (i) Must be responsible for all monetary transactions of the Committee through the records of the bank account.
- (ii) Must present the current financial situation at each meeting of the Executive and General Committee and submit a full financial report Bi-annually to the Committee (in November and in May).
- (iii) Must be responsible for the allocation of money as decided upon by the Committee.
- (iv) Must serve as a voting member of the Fundraising Committee of MYAC.

Director: Public Relations

- (i) Must be responsible for the production of a newsletter for the community quarterly, and, any special issues as deemed necessary.
- (ii) Must serve as Chairperson of the Newsletter Committee.
- (iii) Must act as a director of information to individuals of the General Committee and to members of the community of Hamilton.
- (iv) Must foster a strong relationship with the Public Affairs Department of the Corporation of the City of Hamilton.

Director: Promotions

- (i) Must handle all promotional campaigns of MYAC and work with the Director of Public Relations in fostering a strong image of both MYAC and youth throughout Hamilton.
- (ii) Must ensure that all pertinent information about MYAC is provided to all local media sources for full coverage throughout Hamilton.
- (iii) Must serve as a voting member of the Newsletter Committee of MYAC.

Director: Communications (Membership)

- (i) Must organize all membership drives of MYAC.
- (ii) Must serve as Co-chairperson of the Youth Involvement Committee.
- (iii) Must be responsible for ensuring an up-to-date list of members and it's availability upon request.
- (iv) He/she is an automatic voting member of the Newsletter Committee.

Director: Communications (High School Liaison)

- (i) Must endeavour to keep in touch monthly with the High School Student Councils and encourage their participation in MYAC events and meetings.
- (ii) Must serve as Co-Chairperson of the Youth Involvement Committee.
- (iii) He/she is an automatic voting member of the Newsletter Committee.
- (iv) Director must ensure that school events are properly included in each newsletter produced by MYAC.

Community Projects Co-ordinator:

- (i) The Community Projects Co-ordinator must identify and organize community projects where MYAC and/or Hamilton youth should participate.
- (ii) Must ensure that MYAC is represented on community groups or committees where youth input is needed or desired.
- (iii) Must collate reports from MYAC community group representatives and ensure their presentation to the Executive and/or General Committee.
- (iv) Must aid in presenting MYAC's strong commitment to the larger community of Hamilton.

Director: Fundraising

- (i) Must organize and handle all fundraising drives of MYAC.

- (ii) Must serve as the Chairman of the Fundraising Committee.

ARTICLE 6.1:

FULFILMENT OF EXECUTIVE RESPONSIBILITIES

- (i) Any executive member who fails to fulfil his/her duties as previously outlined in Article 6 may be subject to a review of their conduct by the Mayor's Executive Assistant and the Executive. Such a review may be initiated by any active member of the Mayor's Youth Advisory Committee, as per Article 3.
- (ii) Any member who fails to fulfil their duties and through such neglect of duties adversely affects the entire operation of the Mayor's Youth Advisory Committee, both general and executive, will first be spoken to by the Mayor's Executive Assistant and the Chairperson.
- (iii) In the event that such collusion fails to alleviate the problem of his/her failure to fulfil his/her duties, the matter will be brought forward to the Executive Committee. To determine the general Executive Committee's feeling for the removal of said Executive, a silent ballot will be held. For the removal of an Executive, a margin of at least seven to nine must be met, with the exception of the member under review who will not vote.
- (iv) The initiation of review must be in the form of a written letter to either the Mayor's Executive Assistant or the Chairperson outlining in detail the reasons for which the member wishes a review to be undertaken as such a review is a serious step and should not be regarded lightly.

ARTICLE 7: GENERAL COMMITTEE

The General Committee shall endeavour to meet monthly to discuss business set before them. All members shall be encouraged to participate fully in the Standing and Ad Hoc Committees and all MYAC events. Proposals are sent to the Executive Committee from the General Committee meetings for final review and/or implementation as directed. Membership

in the General Committee is subject to the provisions outlined in Article 3.

ARTICLE 8: STANDING COMMITTEES

- (a) The objective of the Standing Committees shall be to efficiently and effectively deal with business arising out of the general Committee meetings pertaining to its specific area.
- (b) To study and respond to recommendations of the General Committee in its reference area.
- (c) Each Standing Committee will be chaired by a designated member of the Executive Committee as outlined in Article 6.
- (d) Volunteer members of MYAC will serve on committees of their choice.
- (e) The Standing Committees shall be:
 - 1. Priorities and Planning
 - 2. Newsletter
 - 3. Fundraising
 - 4. Youth Involvement
- (f) The Terms of Reference for each Standing Committee will be determined at the first meeting of the Executive Committee following the annual Election of Officers.

ARTICLE 9: AD-HOC COMMITTEES

- (a) Ad Hoc Committees shall consist of the following:
 - (i) Chairperson of Ad Hoc Committee
 - (ii) Volunteer members of the General Committee
 - (iii) The Chairperson of MYAC (ex-officio)
 - (iv) Vice Chairperson of Ad Hoc Committee
- (b) These Ad Hoc Committees will be created as necessary by the Executive Committee. It will be the responsibility of the Ad Hoc Committee Chairperson to set the meetings of the said Committee and to appoint a Vice Chairperson from the General Committee.

ARTICLE 10: ANNUAL MEETINGS

The General Committee shall meet once each calendar year in October. The elected members of the Executive Committee are to be chosen at this meeting following the procedures as outlined in Article 4.

ARTICLE 11: **AMENDMENTS**

This Constitution may be amended by a 2/3 majority of the membership at the Annual General Meeting or a special meeting called for that purpose. The\ proposed amendments must be delivered, in writing, to the Chairperson of the Priorities and Planning Committee, two (2) weeks prior to any meeting of the above said committee. The Priorities and Planning Committee will assess the amendments and direct the Chairperson to call the appropriate meeting.

ARTICLE 12: **PROCEDURAL REQUIREMENTS**

Proceedings for all meetings of MYAC, be it Executive, General, Standing or Ad Hoc Committee will be pursuant to those in Bourinot's Rules of Order.

9(b)

CITY OF HAMILTON

- INFORMATION -

DATE: 1991 June 14

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D.K. Beattie
Grants Co-Ordinator

SUBJECT: 74TH CANADIAN CHEMICAL CONFERENCE AND EXHIBITION -
CONVENTION/RECEPTION GRANT APPEAL

BACKGROUND:

The Convention/Reception Grant Policy authorizes the Grants Review Group to process Convention/Reception grant applications which are complete and comply with the policy. Applying the funding formula of \$4.00 per participant to a maximum of \$1,500, the Grants Review Group through the Grants Co-Ordinator would advise the applicant of the recommended grant amount. Should this amount be unacceptable the applicant can appeal this recommendation to the Finance and Administration Committee.

The 74th Canadian Chemical Conference and Exhibition has applied for a \$5,000 Convention/Reception grant to defray the costs of hosting in Hamilton the annual conference, June 2-6, 1991, with an anticipated 1,500-2,000 participants.

Based on the application and consistent with the policy, the Grants Review Group is prepared to recommend the maximum grant of \$1,500.

The applicant has requested an appeal of this recommended grant amount.

There are sufficient grant funds within the allocation for convention/Reception grants to fund up to the requested grant amount of \$5,000, should the Committee agree to increase the grant beyond the recommended maximum grant amount of \$1,500.

Attached is the relevant grant application and supporting material.

D Kevin Beattie

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR CONVENTION OR RECEPTION GRANT

Each organization applying for a grant is required to complete this form and forward same to Mr. D. K. Beattie, Grants Co-Ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, Ontario, L8N 3T4, (telephone 546-2739, FAX 546-4554).

1. Name, Address and Telephone Number of organization:

74th Canadian Chemical Conference and Exhibition
c/o Department of Chemistry, McMaster University
1280 Main Street W. Hamilton, ON L8S 1C0 (416) 525-9140 x 4760, 3851

This is the Annual Conference of the Canadian Society for Chemistry, a constituent society of the Chemical Institute of Canada, 130 Slater St. Suite 550, Ottawa ON K1P 6E2 (613) 232-6252

Contact Person Dr. Colin Lock Phone No. (416) 525-9140 x 4760

2. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

This is summarized on the attached yellow sheet. The detailed constitution, charter and by-laws are attached.

The Canadian Society for Chemistry is incorporated as a non-profit organization

3. What are the general objects and/or functions of your organization?

The purpose of the Canadian Society for Chemistry is as follows:

The Canadian Society for Chemistry is a corporation for Chemists of diverse background and education, whose focus will be to establish, maintain and encourage high-quality research, development and education in Chemistry, successful commercial chemical enterprises and chemically-related governmental functions in Canada. These activities will be conducted for the benefit of all Canadians at a level competitive with the best international standards, consistent with the aims and objectives stated in the attached.

4. Amount of grant request \$ 5000.

NOTE: YOU ARE REQUIRED TO PROVIDE A BUDGET OF YOUR EVENT ALONG WITH THIS COMPLETED APPLICATION. THE GRANT IS NORMALLY LIMITED TO A MAXIMUM OF \$4.00 PER PARTICIPANT, SUBJECT TO A TOTAL MAXIMUM OF \$1,500. THE MINIMUM GRANT REQUEST TO BE CONSIDERED IS \$100. THIS FORMULA APPLIES TO ONE OCCASSION REGARDLESS OF THE NUMBER OF EVENTS OR ACTIVITIES THAT MIGHT TAKE PLACE WITHIN THE RELATIVE TIME FRAME.

The Chemical Institute of Canada and the Canadian Society for Chemistry

The Chemical Institute of Canada is the umbrella organization for three constituent societies, the Canadian Society for Chemistry, the Canadian Society for Chemical Engineering and the Canadian Society for Chemical Technology. With over 8000 members and 3000 student members the Institute attracts a broad cross-section of Canadian Chemists, Engineers and Technologists from industry (65%), government (10%) and academia (25%). The richness and diversity of its membership is reflected in the varied and stimulating program of workshops and symposia offered by the various divisions.

The Chemical Institute of Canada grew out of a number of other chemical organizations. The Canadian Section of the Society of Chemical Industry was formed on March 6th. 1902. This was followed by the Canadian Institute of Chemistry on August 15th. 1921. This was the first legally constituted body which included both chemists and chemical engineers. The Canadian Chemical Association was formed in 1928 to coordinate the programs of the Society of Chemical Industry and the Canadian Institute of Chemistry.

In 1943 John S. Bates, the first C.I.C. member to reach the century, made a motion proposing "the formation of a single national organization to perform the functions of all existent chemical organizations in Canada and that the necessary steps be taken by the Councils of the Canadian Institute of Chemistry, the Canadian Chemical Association and the Society of Chemical Industry without delay to bring about the formation of such a national organization".

On January 1st. 1945 The Chemical Institute of Canada was founded. As a result the Canadian Chemical Association disappeared and the Canadian Institute of Chemistry was disbanded, although its' charter was used as the basis for that of The Chemical Institute of Canada. The Canadian Section of the Society of Chemical Industry agreed to limit its' activities to award functions. The Charter of the new C.I.C. was amended on Feb 15th. 1945.

...continued over...

The new organization grew and prospered. The increasing importance of Chemical Engineering was recognized on May 20th. 1966, when the Division of Industrial and Engineering Chemistry became the newly chartered Canadian Society for Chemical Engineering, the first of the constituent societies of The Chemical Institute of Canada. Parallel societies for Chemistry and Chemical Technology were subsequently formed and the Canadian Society for Chemistry eventually received its charter on Nov 27th. 1989.

Besides the Divisions which will provide much of the program at the conference, the Institute operates local sections and student sections in universities and colleges across the country.

The Objectives of the Corporation are:

- a) to maintain high standards and attract talented people into the professional of chemistry;
- b) To attest to the quality of chemical education;
- c) in concert with the Chemical Institute of Canada to provide a variety of services to members;
- d) to encourage high quality research and development in Chemistry at international standards;
- e) to support and enhance the scientific efforts of Chemists in various fields;
- f) in concert with The Chemical Institute of Canada to act as an advocate for the many interests and concerns of Chemists in our present society at large

Some of the specific ways in which these are applied are:

- 1) running an annual conference at which members may meet and present scientific papers
- 2) taking part in the organization of international and specialist conferences on chemistry
- 3) organizing student chapters at colleges and universities

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Besides the Divisions which will provide much of the program at the conference, the Institute operates local sections and student sections in universities and colleges across the country.

THE CORPORATION OF THE CITY OF HAMILTON

5. Explain briefly the nature of your event to be held for which you are requesting financial assistance (eg. types of programs, events, etc.).

A summary is given on the attached yellow and white sheets. A full program is also enclosed.

6. With respect to your event, answer the following:

- (a) How many people will be in attendance? 1500-2000
- (b) Of the stated number of people, how many are coming from outside of Hamilton? 1300-1750
- (c) What is the date of the event? June 2nd - 6th, 1991
- (d) What is the location of the event? Convention Centre, Sheraton and Royal Connaught Hotels
- (e) Will volunteers participate in this event? Yes

If yes, please indicate number of volunteers and number of volunteer hours to be contributed for this event.

200 no. of volunteers 4680 no. of volunteer hours

7. For what reasons does your organization merit the use of public funds for the purpose indicated above?

See attached sheet

8. What other contributions are being requested or obtained to meet the cost of your event? (Government grants, donations, etc.)

NOTE: YOUR ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

(b) On the basis of present authors and registrants in the data base, out of 2151, 1964 are from outside Hamilton, mostly from the rest of Canada. Nevertheless, there are a significant number from the U.S. with small numbers from the U.K., Germany, and France.

Question 7

This annual conference is the largest and possibly most important of any organized by a scientific society in Canada. It is run almost entirely by volunteers, with a single secretary as staff and some minor assistance from three persons in the Ottawa Head Office. The volunteers include staff from McMaster University, Mohawk College and local industries. In addition, approximately 150 student volunteers are involved in running the conference.

The conference not only provides a forum for the presentation for esoteric scientific papers, but also has attempted to address problems which impinge on the public at large. Thus you will notice, in particular, the heavy emphasis on the industrial program, especially on environmental concerns. The large student participation is a matter of gratification since these people provide our next generation of scientists.

Despite the CSC guidelines that "conferences should be held at University Campuses whenever possible" it was decided to use the Convention Centre, a decision which has been fully justified by the excellent services and facilities.

This conference has generated considerable business for the City of Hamilton businesses, particularly the Convention Centre, the hotels and restaurants and smaller operations such as Superior Printing, MMS Conference Services, About Town Convention Planners, and the Canadian Warplane Heritage Museum. It is on these grounds that we request the financial support.

The Conference

The 74th Canadian Chemical Conference and Exhibition will be held June 2-6, 1991 in the Hamilton Convention Centre. It is organized by the Canadian Society for Chemistry, a constituent of the Chemical Institute of Canada. This year's conference offers an ambitious programme designed to appeal to both industrial and academic chemists.

Programme Highlights

Nowhere under one roof can you find a more comprehensive look at chemistry and its role in modern society!

Industrial Chemistry

Since the special focus of this year's conference is industrial chemistry, a variety of special symposia have been organized to support this theme. Conference participants will be able to choose from a varied and challenging programme that includes the latest on new materials with special attention to ceramics and polymers, reclamation and recycling of rubber and plastic waste, the impact of environmental regulations, and mobile laboratories and laboratory automation.* A number of chemical divisions represented in the Institute will be involved in joint symposia in the industrial programme.

Divisional Programmes

Conference participants will be able to select symposia from an absolutely outstanding scientific program which has been organized by our Divisional representatives. Each Division - Analytical, Biological, Environmental, Education, Industrial, Inorganic, Macromolecular, Medicinal, Organic, and Physical - has put

...continued over...

together a program featuring at least six Symposia in specific areas of current interest. Together, these symposia will assemble nearly 250 internationally-known invited speakers from across Canada, the United States, and abroad. of interest in various fields including analytical, environmental, inorganic, medicinal, macromolecular, organic and physical/theoretical chemistry.*

The Exhibition

Several new features will contribute to the excitement and success of the Hamilton '91 exhibition. In keeping with the emphasis on industrial chemistry, the focus of the exhibition has been broadened. A major innovation is the New Instrumentation Symposium which will offer manufacturers of computers and instrumentation the opportunity to present scientific research and applications for their equipment. Purchasers of scientific equipment can take advantage of this unique opportunity to learn about recent advances. Exhibitors will make use of the excellent facilities of the Wentworth Exhibition Hall in the Hamilton Convention Centre.

*Please check symposia/workshops listings for specific details on programme offerings.

Hamilton and the Special Events

Hamilton, is a friendly, civilized-sized city located in Ontario's heartland, and offers conference attendees a variety of local attractions with appeal for various tastes. June is the perfect time to visit the celebrated Royal Botanical Gardens situated at several beautiful locations around the city. There's also easy access to the Bruce Trail for nature lovers who prefer less manicured surroundings. History buffs will enjoy Dundurn Castle, Whitehern and the Joseph Brant Museum in nearby Burlington, while sports fans can take advantage of the Football Hall of Fame. The Art Gallery, Hamilton Place and Copps Coliseum fill the bill for culture and entertainment.

For those who enjoy shopping, Hamilton offers a number of alternatives - Jackson Square, opposite the Convention Centre, and Limeridge Mall on the escarpment, are fine examples of the modern mall concept, while Hess Village, in the heart of downtown, offers shoppers the opportunity to browse leisurely in quaint surroundings that speak of the past. Hamilton is also the home of McMaster University, Mohawk College and the Canada Centre for Inland Waters.

Visitors who want to see more of southern Ontario will discover that Hamilton is ideally situated - less than an hour's drive from Toronto and Blue Jays Baseball, and Niagara Falls. Both the Shaw and Stratford Festivals are easy and practical destinations for visitors with an interest in theatre. In addition a trip to a winery is always an attractive prospect. Our accompanying members program and the tours program will offer an opportunity to visit most, if not all, of these attractions.

Hamilton, with the largest land-locked harbour in the country, is a major industrial centre with much of the major industry fronting the harbour. The most important industry is steel production, with Stelco and Dofasco the major producers. There are also a host of smaller companies related to the steel industry. Westinghouse (turbines), Camco (appliances), Proctor and Gamble (food and cleaning products), E.D. Smith (canning), Amstel and Canadian Vegetable Oils are among other important industries. A program of industrial tours will allow you to see some of Hamilton and area's industry. These will include visits to a steel company, the Canada Centre for Inland Waters, a winery, the Hamilton-Wentworth Regional Laboratories, Zenon Laboratories, Proctor and Gamble, and a brewery.

...continued over...

Special events include the Sunday night mixer and the Awards Banquet on Monday, which will both be held in the Convention Centre. Tuesday night is free, although there will be the usual university events for their alumni, special dinners honouring various eminent chemists and a very special event to be held in the Faculty Club of McMaster University, namely a "Beers of the World" tasting session with Dr. Mary Richardson to guide us through the various beers.

Wednesday will be the occasion for another unique event. We shall have a dinner at the Canadian Heritage Warplane Museum. This museum contains over 40 different types of planes from the World War II era, all of which fly. It contains one each of the two remaining Lancasters and three remaining Hurricanes. The event will start with our own private fly past, and one of our number will take part, probably in the Tiger Moth. This will be followed by dinner, entertainment with a '40s theme and later, dancing. This event cannot be repeated anywhere else in the world and should not be missed. It promises to be the big "bash" of the conference.

INDUSTRIAL CHEMISTRY

- . **On-Line Analysis of Process Streams**
(jointly with Analytical Division)
- . **Mine Tailings Disposal**
(jointly with Environmental Division)
- . **Mobile Laboratories and Laboratory Automation**
(jointly with Analytical and Environmental Divisions)
- . **New Materials**
(jointly with Inorganic, Organic, Physical, and Analytical Divisions)
- . **Commercial Laboratory Management**
- . **Environmental Laws and Their Impact**
(jointly with Environmental Division)
- . **Rubber/Plastic Waste Reclamation and Recycling**
(jointly with Environmental and Macromolecular Divisions)
- . **Industry/Educational Institution Partnerships**
- . **Environmental Chemistry in Education**
(jointly with Chemical Education Division)
- . **Water and Wastewater Treatment**
(jointly with Environmental)

ORGANIC DIVISION

- . **Natural Products Chemistry**
- . **Carbocations**
- . **Biradicals**
- . **Membrane**
(jointly with New Materials)
- . **Biosynthesis**
(jointly with Biological Division)
- . **Organometallic Reagents in Synthesis**
(jointly with Inorganic Division)

CHEMICAL EDUCATION DIVISION

- . **Environmental Chemistry in Education - Atmospheric Aspects**
(jointly with Environmental Division and Industrial Chemistry)
- . **Environmental Chemistry in Education - Water Aspects**
(jointly with Environmental Division and Industrial Chemistry)
- . **Computers in Chemical Education**
- . **Computers in Education - Show and Tell Session**
- . **Revolutionizing the Chemistry Curriculum - A Call for Action**
- . **"Magic of Molecules" - A Session for High School Students**
- . **Job Opportunities for Chemistry Professionals**
- . **The Role of Experimental Chemistry in Chemical Education**

MACROMOLECULAR CHEMISTRY

- . **Synthesis and Characterization of New Polymers**
- . **Reactive Polymers**
- . **Instrumental Methods of Polymer Characterization**
- . **Polymer Photophysics and Photochemistry**
- . **Polymer Phase Behaviour**
- . **New Polymeric Materials**
(jointly with New Materials)
- . **Chemical Reactions on Macromolecules**
(jointly with Organic Division)
- . **Computer Modelling in Polymer Science**

ENVIRONMENTAL CHEMISTRY

- . **Biology/biochemistry in Environmental Chemistry**
(jointly with Biological Chemistry Divisions)
- . **Laboratory Automation and Mobile Laboratories**
(jointly with Analytical Division)
- . **Atmospheric Chemistry (focuses on Chlorofluorocarbon replacement)**
- . **Mine Tailings - Problems and Opportunities**
(jointly with Industrial Chemistry)
- . **Aqueous Chemistry and Photochemistry**
- . **Trace Determinations in Water, Sediment, and Soil Samples**
(jointly with Analytical Division)
- . **Environmental Laws and their Impact**
(jointly with Industrial Chemistry and Economics and Business Management Division)
- . **Water Chemistry and Geochemistry**
- . **Environment and Chemical Education**
(jointly with Chemical Education)
- . **Waste Reclamation and Recycling**
(jointly with Industrial Chemistry)
- . **Water and Wastewater Treatment**
(jointly with Industrial Chemistry)

INORGANIC CHEMISTRY

- . **Chirality in Inorganic and Organometallic Chemistry**
- . **Multinuclear Magnetic Resonance**
- . **Chemistry of Groups 16, 17 and 18 - T. Birchall Memorial Symposium**

Symposia/Workshop Highlights

ANALYTICAL CHEMISTRY

- . **New Detection Techniques in Trace Analysis**
- . **Recent Developments in Atomic Spectroscopy**
- . **Instrumentation and Software for Automation**
- . **Quality Assurance/Quality Control/Standard Reference Materials**
- . **Analytical Chemistry of Environmental Materials and Samples**
(jointly with Environmental Division)
- . **Immunological Techniques for Detection and Separation**
(jointly with Medicinal and Biological Divisions)
- . **Expert Systems in Analytical Chemistry**

BIOLOGICAL CHEMISTRY

- . **Applications of Molecular Biology to the Diagnosis of Genetic Disease**
(jointly with Medicinal Division)
- . **Enzyme Inhibitors**
- . **Biological Means in Environmental Chemistry**
(jointly with Environmental Division)
- . **Biosynthesis Symposium in Honour of I. Spenser**
(jointly with Organic Division)
- . **New Experimental and Theoretical Modelling of Biomolecules**
(jointly with Physical Chemistry Division)
- . **Immunological Techniques for Detection and Separation**
(jointly with the Analytical and Medicinal Divisions)

MEDICINAL CHEMISTRY

- . **Enzyme Inhibitors**
(jointly with Biological Division)
- . **Immunological Methods for Detection and Separation**
(jointly with Analytical and Biological Divisions)
- . **Chemistry of Medical Imaging**

PHYSICAL CHEMISTRY

- . **Reactive Intermediates: Generation, Spectroscopy, Structure and Properties by Experiment and Theory**
- . **Molecular Dynamics**
- . **Chemical Applications of Synchrotron Radiation**
- . **New Experimental and Theoretical Modelling of the Interactions of Biological Molecules**
- . **Chemistry in Oriented Media**
- . **Reactive Intermediates**
- . **Atomic and Molecular Properties**
- . **Molecular Interfacial Dynamics**
- . **High-Resolution Electronic Spectroscopy**
- . **Surface and Interface Chemistry**

THE CORPORATION OF THE CITY OF HAMILTON

9. Does your organization provide a service for which a charge is made? Some examples are admission fees, membership fees, and rental charges. If answer is "Yes", give details.

Yes. A membership fee in the Chemical Institute of Canada of \$99 per annum. Registration fees \$185 for a full member. The full schedule is attached.

NOTE: THE GRANTING OF ASSISTANCE IN ANY ONE YEAR IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

10. Will assistance be requested from the City of Hamilton in future years in this respect?

No

11. List the Executive Officers of your organization.

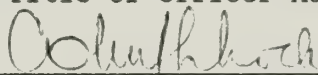
<u>Name and Title</u>	<u>Address</u>	<u>Telephone Number</u>	
		<u>Business</u>	<u>Home</u>
Chairman, Dr. Colin Lock	138 Northshore Blvd. E. Burlington	525-9140	x 4760
Vice Chairman, Dr. Jim Barr	79 Sunrise Crs. Dundas	627-4803	632-1105
Program Chairman, Dr. Alfio Corsini	40 Bertram Drive Dundas	627-3654	
Treasurer, Mr. Bill Halliday	1368 Niels Avenue Burlington	332-4134	

1991.06.11

Date

Dr. Colin Lock

Name and Title of Officer Making Application


Signature of Officer Making Application

(416) 525-9140 x 4760

Telephone Number

NOTE: PAYMENT OF ANY CONVENTION/RECEPTION GRANT WILL BE MADE AT THE CONCLUSION OF YOUR EVENT AFTER THE ATTACHED REPORT (APPENDIX A - CONVENTION/RECEPTION GRANT SUMMARY REPORT OF THE EVENT) IS COMPLETED AND RETURNED TO THE GRANTS CO-ORDINATOR, (TREASURY DEPARTMENT, CITY HALL, 71 MAIN STREET WEST, HAMILTON, ONTARIO, L8N 3T4). PLEASE ALLOW AT LEAST TWO WEEKS FOR PROCESSING THE PAYMENT.

CSC HAMILTON CONFERENCE 1991 REVENUE

22nd OCTOBER 1990

CODE	REGISTRATIONS	FEE (\$)	GST(7%)	EST. #	FEE TOTAL	TOTAL GST(7%)	GROSS
*****	*****	*****	*****	*****	*****	*****	*****
0100	Member (adv.)	\$185	\$12.95	600	\$111,000	\$7,770.00	\$118,770.00
0101	Member (on-site)	\$233	\$16.31	60	\$13,980	\$978.60	\$14,958.60
0102	Non-member (adv.)	\$305	\$21.35	60	\$18,300	\$1,281.00	\$19,581.00
0103	Non-member (on-site)	\$355	\$24.85	15	\$5,325	\$372.75	\$5,697.75
0110	One day Member (adv.)	\$85	\$5.95	70	\$5,950	\$416.50	\$6,366.50
0111	One day Member (on-site)	\$98	\$6.86	70	\$6,860	\$480.20	\$7,340.20
0112	One day Non-member (adv.)	\$130	\$9.10	10	\$1,300	\$91.00	\$1,391.00
0113	One day Non-member (on-site)	\$150	\$10.50	15	\$2,250	\$157.50	\$2,407.50
0120	Foreign Member (adv.)	\$185	\$12.95	75	\$13,875	\$971.25	\$14,846.25
0121	Foreign Member (on-site)	\$233	\$16.31	25	\$5,825	\$407.75	\$6,232.75
0140	Student Member (adv.)	\$25	\$1.75	100	\$2,500	\$175.00	\$2,675.00
0141	Student Member (on-site)	\$35	\$2.45	25	\$875	\$61.25	\$936.25
0142	Student Non-member (adv.)	\$50	\$3.50	60	\$3,000	\$210.00	\$3,210.00
0143	Student Non-member (on-site)	\$60	\$4.20	40	\$2,400	\$168.00	\$2,568.00
0150	Retired Member	N.C.					
0160	Accompanying Person	\$25	\$1.75	100	\$2,500	\$175.00	\$2,675.00
0170	4 Day Transferable Rate	\$325	\$22.75	20	\$6,500	\$455.00	\$6,955.00
0180	Other (Exhibition Entrance only)	\$10	\$0.70	50	\$500	\$35.00	\$535.00
	Sub Total Registration Fees			1395	\$202,940	\$14,205.80	\$217,145.80
				****	*****	*****	*****
	GRANTS						

0200	Industrial Donations				\$10,000		\$10,000.00
0210	Government Grants				\$2,500		\$2,500.00
0220	City of Hamilton				\$5,000		\$5,000.00
	Sub Total Grants				\$17,500		\$17,500.00
					*****		*****
	OTHER REVENUE						

0300	Exhibition	\$1,250	\$87.50	40	\$50,000	\$3,500.00	\$53,500.00
0310	Social Banquet	\$40	\$2.80	300	\$12,000	\$840.00	\$12,840.00
0320	Bank Interest				\$1,000		\$1,000.00
0330	National Office Loan				\$2,000		\$2,000.00
0340	Awards Banquet				\$8,000		
0350	Tours				\$1,200		
	Sub Total Other Revenue				\$74,200	\$4,340.00	\$69,340.00
					*****	*****	*****
	Total Revenue				\$294,640	\$18,545.80	\$313,185.80
					*****	*****	*****

CSC HAMILTON CONFERENCE 1991 EXPENSES
22nd. OCTOBER 1990

CODE	PROGRAM EXPENSES	EST. AMOUNT
*****	*****	*****
0400	Division Support	\$40,000
0410	Student Program	\$3,000
0420	Student Awards	\$600
0430	Special Symposia/Plenary Costs	\$5,000
0440	Industrial Tours (Buses)	\$1,500
0450	Pouches	\$3,000
0460	Souvenirs	\$3,000
0470	New Material Symposium	\$4,000
0480	Postage Abstract Acknowledge	\$1,500

	Sub Total Program Expenses	\$61,600

	SOCIAL EVENTS	

0500	Opening Mixer	\$7,000
0510	Social Banquet	\$12,000
0520	Awards Banquet	\$8,700
0530	Social Tours (Buses)	\$1,200
0540	Sponsors Luncheon	\$1,000

	Sub Total Social Events	\$29,900

	EXHIBITION	

0600	Space	\$6,700
0610	Equipment/Furniture	\$4,000
0620	Set-up Costs	\$6,000
0630	Security Personnel	\$2,000
0640	Insurance	\$200
0650	Power	\$2,000
0660	Contract Printing	\$2,000
0670	Exhibitors' Reception	\$2,000
0680	Postage	\$1,000
0690	Telephone	\$1,000

	Sub Total Exhibition	\$26,900

	PRINTING COSTS	

0700	Conf. Letterheads + Envelopes	\$5,000
0710	First Circular	\$1,000
0720	Abstract Forms	\$2,000
0730	Presentation Folders	\$2,400
0740	Final Programs	\$6,000
0750	Abstract Booklets	\$11,000
0760	Fund Raising	\$500
0770	Inserts, Tickets, Posters	\$1,600

	Sub Total Printing Costs	\$29,500

PUBLCITY

0800	Press Room	\$1,000
0810	Supplies	\$2,000
0820	Photography	\$500
0830	Postage	\$500
0840	Telephone	\$500
0850	Photocopying	\$500
0860	Advertising	\$1,000

Sub Total Publicity	\$6,000
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ON-SITE EXPENSES

0900	Meeting Space	\$37,000
0910	Poster Boards	\$9,000
0920	Audio Visual Equipment	\$9,300
0921	Other Equipment Rental	\$2,000
0930	Insurance	\$200
0940	Telephone	\$1,500
0950	Photocopying	\$500
0960	Clerical Supplies	\$2,100
0970	Coffee Breaks	\$10,000
0980	Shuttle Buses	\$1,100
0990	Signs	\$4,500
0991	Other (Tickets/Name Tags)	\$1,750

Sub Total On-Site Expenses	\$78,950
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SALARIES

1000	Abstract Receipt	\$6,000
1010	Advance Registrations	\$6,000
1020	Registration Desk	\$2,000
1030	Projectionists	\$4,000
1040	Projection Room Supervisors	\$2,000
1050	Student Assistants	\$4,000
1060	Consultants	\$5,000
1070	Clerical Support (Fund Raising)	\$2,500

Sub Total Salaries	\$31,500
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OTHER ITEMS

1100	National Office Staff Travel	\$2,000
1110	National Office Staff Expenses	\$2,000
1120	Post-Conference Dinner	\$1,000
1130	National Office Loan Repayment	\$2,000
1140	Contingency	\$14,000
1150	GST Payment	\$18,550
1160	PST Payment	\$10,000

Sub Total Other Items	\$49,550
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TOTAL EXPENSES

\$313,900



CITY COUNCIL

Brian Hinkley Alderman Ward Three

71 Main Street West
Hamilton, Ontario
L8N 3T4

Tel: (416) 546-2730
Res: (416) 572-7500

10.

June 11, 1991.

*Mr. Battista Piccioni,
President,
Festa S. Antonio DiPadova,
165 Prospect Street North,
Hamilton, Ontario.
L8L 6X8.*

Dear Mr. Piccioni:

Thank you very kindly for your letter dated June 10th.

It certainly seems as though some decisions of City Council have affected the St. Anthony of Padua Feast.

The time frame is such that it is difficult to obtain a decision from Members of City Council and the Finance and Administration Committee. However, I have taken the opportunity to circulate your letter to all Members of City Council.

The Finance and Administration Committee meets on June 20th. The next City Council meeting is June 25th.

I will attempt to solicit some opinion from Members of Council. However, the time frame is such that it may be extremely difficult.

If I receive a quick resolution to your unfortunate circumstances, I will attempt to get back to you as soon as possible. However, the matter may have to be reviewed after the fact.

Finance & Administration
Committee
-Chairman

Keep Hamilton
Clean Committee
-Chairman

Seniors Centre
Feasibility Study
-Chairman

Harbour Task
Force
-Chairman

Handbill
Sub-Committee
-Chairman

Hamilton Municipal
Retirement Fund
-Chairman

Hamilton Seniors
Council
-Liaison

F & Recreation
Committee
-Member

Hamilton Non-Profit
Housing
-Member

Regional Engineering
Committee
-Member

Regional Economic
& Planning Committee
-Member

Chairman's Environmental
Advisory Committee
-Member

Hamilton-Wentworth
Children's Aid Society
-Member

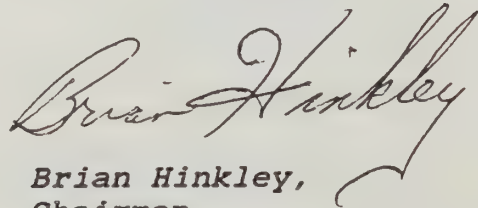


Recycled Paper

I am sending this letter to the Finance and Administration Committee so that they may discuss your circumstances.

Thank you very kindly for bringing this matter to my attention.

Yours sincerely,

A handwritten signature in cursive script that reads "Brian Hinkley". The signature is written in dark ink and is positioned above the typed name and title.

Brian Hinkley,
Chairman,
Finance and Administration
Committee.

BH:dd

Encl.

c.c. All Members of City Council;
~~John Thompson~~ Secretary, Finance and Administration
Committee;
Mrs. R. Cook, 70 Harvey Street, Hamilton, Ontario.
L8L 2M2;
Kevin Beattie, Budget Officer, Treasury Department;
Bob Sugden, Director of Culture & Recreation;
Joe Pavelka, Director of Public Works.



Festa S. Antonio Di Padova

165 Prospect Street North, Hamilton, Ontario L8L 6X8

June 10, 1991

Mr. B. Hinkley
Financial Administrator
City Hall
Hamilton, Ontario

Dear Mr. Hinkley

I am writing on behalf of the St. Anthony's Feast committee. We are going to be having our annual feast on June 16, 1991. For this occasion we rent the Ivor Wynn Stadium. As I am sure you know that the stadium at this moment is being renovated with the replacement of the new turf and will not be ready for the 16th of June. We were told last week that in order for us to have the use of the stadium we have to purchase tarps to cover the whole field. When the stadium was rented to us we were not told of the extra major expense we would be incurring. To buy tarps to cover the whole stadium is going to cost us a lot of money which we were not prepared to spend. If someone had told us back in February that we would be needing to do all this we could have made other arrangements for this year and we would have made an appeal when our grant was approved. We do not think that we should be the only ones responsible for this expense because as you can see we are not the ones at fault. We think we deserve a much more substantial grant considering the circumstances. We are willing to listen to anything that the city has to say. We want to make this appeal so please let us know of the decision and what we have to do. The same letter is also being sent to Mr. K. Beattie. We will be waiting for your reply to this letter as soon as possible. Please reply to Mrs. R. Cook, 70 Harvey St., Hamilton, Ontario, L8L 2M2, 545-9056.

Yours truly,

Battista Piccioni
President

11.

CITY OF HAMILTON
- INFORMATION -

DATE: 1991 June 13

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D.K. Beattie
Grants Co-Ordinator

SUBJECT: WESLEY URBAN MINISTRIES - TABLED GRANT APPEAL

BACKGROUND:

As requested at the last regular Finance and Administration Committee meeting, the following summarizes the status of the Wesley Urban Ministries grant appeal.

The appeal which was heard by the Committee at its April 25, 1991 meeting, was tabled pending the investigation of other financial government resources.

A request for funding assistance which relates to the Kirkendall-Strathcona Neighbourhood house was forwarded to the Regional Social Services Committee. Subsequently Regional Council at its meeting May 21, 1991 adopted the following resolution:

Kirkendall-Strathcona Neighbourhood House (SOC 91-103)

- a) That an additional grant for Kirkendall-Strathcona Neighbourhood House in the amount of \$25,000 to operate the 1991 Operational Community Outreach Program be approved as a one-time grant from the 1991 Social Services Grants Budget;
- b) That this grant be subject to receipt of a \$25,000 grant from the City of Hamilton;
- c) That a letter of support be provided on behalf of Wesley Urban Ministries in their efforts to secure provincial funding for their programs.

Within the Culture and Recreation budget for 1991 is a provision for \$46,000 to offset the Wesley Urban Ministries recreational costs of various programs at Victoria Park Community Centre. There is no provision within the Culture and Recreation budget for any funds related to the recreation programs at Kirkendall-Strathcona Neighbourhood House.

In 1990 the applicant received, after a grant appeal, a \$5,000 general grant plus an additional \$46,000 as part of the Recreation department budget by way of a transfer from Contingency. A request for funds in 1989 was denied.

D Kevin Beattie

12.

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

TO: Mr. John Thompson, Secretary
Finance & Administration Committee

YOUR FILE:

FROM: Mr. J. J. Schatz
Deputy City Clerk

OUR FILE:
PHONE: 546-2727

SUBJECT: CITY-OWNED PROPERTIES AT
286, 290 & 296 VICTORIA AVE. N.

DATE: 1991 May 29

Subjoined for your information and appropriate action is a copy of Section 17 of the ELEVENTH Report of the Finance and Administration Committee which was referred back to the Finance and Administration Committee by City Council at its meeting held 1991 May 28 for further review.

J. J. Schatz

- 17.
- (a) That the use of the City owned properties known as 290 and 296 Victoria Avenue North which were acquired for municipal purposes and not Hospital purposes persay, be offered to the Hospital on the basis of charging fair market rent.
 - (b) That the use of the City owned property known as 286 Victoria Avenue North by the Hospital continue on the basis of rent free occupancy inasmuch as this property was purchased specifically for Hospital purposes.

CITY OF HAMILTON

- RECOMMENDATION -

MAY 16 1991

DATE: 1991 May 16

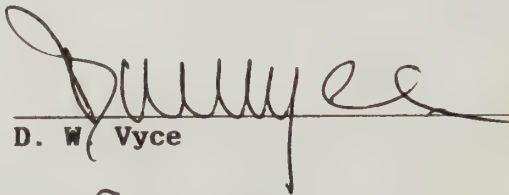
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D. W. Vyce
Director of Property

SUBJECT: City owned Properties 286, 290
and 296 Victoria Avenue North
- occupancy by Hamilton Civic Hospitals

RECOMMENDATION:

- a) That the use of the City owned properties known as 290 and 296 Victoria Avenue North which were acquired for municipal purposes and not Hospital purposes persay, be offered to the Hospital on the basis of charging fair market rent.
- b) That the use of the City owned property known as 286 Victoria Avenue North by the Hospital continue on the basis of rent free occupancy inasmuch as this property was purchased specifically for Hospital purposes.


D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation.

BACKGROUND:

With the emergence of Regional Government in the Hamilton area in 1975, the City Welfare Department, which became known as the Regional Social Services Department vacated the premises known as 290 Victoria Avenue North, the headquarters for such office. On September 30, 1975, City Council authorized the placing of this property under the jurisdiction of the Board of Governors of the Hamilton Civic Hospitals. It was proposed to use the building to accommodate expansions in the administrative section of the hospitals. The occupancy arrangement called for no rent to be paid; however, the Hospital was responsible for alterations, maintenance and operating costs.

16 May 1991

Finance and Administration Committee

Page 2

During 1981, City Council implemented the decision of the Board of Control to charge fair market value rent to all persons leasing City properties including such organizations as the Big Brother Association, the Big Sister Association, Alienated Youth, etc.

On September 29, 1981, Council directed our Department to negotiate a lease with the Hamilton Civic Hospitals at a fair market value for the use of 290 Victoria Avenue North and in the event that a satisfactory lease could not be negotiated, our department was directed to obtain vacant possession of the premises and authorized to dispose of the property at current market value.

Discussions were held with Hospital officials and following receipt of correspondence from the Hospital Board, Mr. R. Collier, Secretary of the Finance Committee once again reiterated Council's position that fair market rent should be assessed.

On March 4, 1982, the Finance Committee agreed to take no action on the City Treasurer's (Mr. McFarland) recommendation to have the Hospital vacate the premises within one (1) year.

On May 11, 1982, City Council, as a result of further representation by the Hamilton Civic Hospitals approved of permitting the Hospital to remain in possession of the premises (290 Victoria Avenue North) on the same basis as approved by Council on September 30, 1975, namely, rent free, subject to the Hospital providing the City with six (6) months notice of their intention to vacate the premises and until such time as newly constructed facilities are available at the Hamilton General Hospital to permit them to vacate these premises.

On December 1, 1989, Dr. Noonan, President and Chief Executive Officer of the Hamilton Civic Hospitals corresponded with the City with respect to not only 290 Victoria Avenue North ("new" Welfare Building) but also 286 Victoria Avenue North (former Hamilton Academy of Medicine Building) and 296 Victoria Avenue North which housed the "old" Welfare offices. All buildings have been occupied by the Civic Hospitals for many years and used for administrative purposes. With the redevelopment of the Hamilton General Hospital, Dr. Noonan wrote, "it had originally been intended to retain the building at 286 Victoria Avenue North and vacate 290 and 296 Victoria Avenue North by transfer of the current occupants into the main frame of the Hospital property". Dr. Noonan continued to write that changes in the Health Care system during the construction of the new General Hospital has determined an ongoing need for the Hospital to occupy 290 Victoria Avenue North and 286 Victoria Avenue North (Academy Building). Dr. Noonan indicated that the "old" Welfare Building at 296 Victoria Avenue North would however become surplus to Hospital requirements on September 1, 1990. The Hospital asked the City to approve of the ongoing use of 290 Victoria Avenue North.

Inasmuch as the May 11, 1982 Council Resolution refers to rent free occupancy until such time as the newly constructed facilities are available at the Hamilton General Hospital, we felt it incumbent on us to once again discuss with the Hospital officials and the City Solicitor the question of charging market rent for the continued occupancy of the buildings.

Dr. Noonan provided the City with Legal representations to the effect that the City shall not sell or otherwise dispose of any land used for hospital purposes unless (a) they are no longer required for hospital purposes and (b) The Corporation consents to the sale or disposal. We immediately asked our Legal Department to comment on their position.

On December 4, 1990, the Hospital wrote to the City requesting our response and furthermore, requested permission to continue to occupy 296 Victoria Avenue North as well so that the Hospital could investigate the use of this building for a child care centre.

On February 18, 1991, our Law Department presented their position on this matter. The issue is whether the Hospital is entitled pursuant to the Hamilton Civic Hospitals Act, 1988 to possession, at no cost to the Hospital of properties at 286, 290 and 296 Victoria Avenue North.

Summarizing their very detailed report, the Law Department states that since 290 and 296 Victoria Avenue North were originally acquired for municipal purposes and not acquired for Hospital purposes, the Hospital is not entitled to possession of them except upon terms satisfactory to the City as a lease or purchase of the City's interest by the Hospital. The City's decision to co-operate with the Hospital's premises requirements in 1975 by permitting the Hospital to occupy these municipal properties did not have the legal effect of converting these "properties for municipal purposes" into properties held "for Hospital purposes".

Accordingly, the Law Department states, the Hamilton Civic Hospitals may only remain in possession of 290 and 296 Victoria Avenue North if Council decides that they are no longer required for municipal purposes and if the Hospital leases these properties from the City on rental terms and other terms satisfactory to the City or alternatively if the Hospital purchases these properties from the City to have them become properties held by the City for Hospital purposes.

With respect to 286 Victoria Avenue North, the Legal Department has informed me that this property was expressly acquired for Hospital purposes in 1943 and therefore, the Hospital is entitled to continued use of this property for Hospital purposes, rent free.

16 May 1991

Finance and Administration Committee

Page 4

On March 5, 1991, we corresponded with Dr. Noonan again pointing out City Council's position of May 11, 1982 that rent free occupation of 290 Victoria Avenue North (only) would be permitted until such time as newly constructed facilities are available at the Hamilton General Hospital. Since the new facilities are substantially complete, permission for rent free occupancy has in essence expired.

We pointed out that a number of municipal departments are actively seeking the acquisition of more space, including Social Services who occupied the building until 1974, and therefore we were proceeding to report back to City Council with a recommendation on the future use of these buildings.

The Hospital replied on March 14, 1991, differing with our viewpoint and indicating that they would contact us once they have received their own Legal opinion and Board direction.

Summary

It appears we have reached an impasse in our negotiations with the Hospital. Council in 1982 directed staff to prepare an Agreement with the Hospital which would allow rent free occupancy until the new Hospital is constructed. On the other hand, the Hospital has a strong desire to continue to occupy the City Buildings on Victoria Avenue North for hospital uses (library, administrative and day care) and on the same arrangement as currently in place, that is rent free.

Accordingly, we seek further direction from Council and are placing before you in recommendation form the intent of the 1982 decision of City Council for your review and consideration.

Council may wish to alter the previous decision and offer continuous possession to the Hospital on a rent free basis. The Law Department has advised that it is Council's prerogative to do so if it decides the properties are no longer required for municipal purposes.

- c.c. - Robert M. Morrow, Mayor
- Mr. Lou Sage, Chief Administrative Officer
- Mrs. P. Noé Johnson, City Solicitor
Attention: Mr. D. Powers
- Mr. M.C.J. Watson, Manager, Real Estate Division
- Mr. R.A. Buckle, Chief Appraiser, Real Estate Division

13(a)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 12


REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. Roy Hammel
Acting Treasurer

SUBJECT: FINANCING HUNTINGTON PARK TENNIS COURT
RECONSTRUCTION

RECOMMENDATION:

That the renovation and resurfacing of the Huntington Park Tennis Court in the amount of \$90,000 be included as a 1991 Capital Budget Project by reducing the Capital Contingency by a similar amount, and be financed by the Reserve for Capital Projects.


for I. R. Hammel, Acting Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

This is a new project and is not included in the 1991-1995 Capital Budget Program and no trade offs are available for this project.

This new project is, therefore, introduced from the capital contingency and financed from the Reserve for capital Project to maintain the financing policy to stay within 5% increase in debt charges.

BACKGROUND:

The details of this project are outlined in the letter of Mr. Bob Sugden, Director of Culture and Recreation dated June 12, 1991 to be considered by the Parks and Recreation Committee on June 18, 1991.

c.c. Mr. K. Christenson, Secretary, Parks and Recreation Committee
Mr. Bob Sugden, Director of Culture and Recreation

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 12

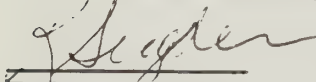
REPORT TO: Mr. Kevin Christenson, Secretary
Parks and Recreation Committee

FROM: Mr. Bob Sugden
Director of Culture and Recreation

SUBJECT: Huntington Park Tennis Court Reconstruction

RECOMMENDATION:

- (a) That the Huntington Park Tennis Courts be reconstructed and resurfaced for use this season.
- (b) That the Finance and Administration Committee recommend the method of capital cost financing, estimated at approximately \$90,000.00 in accordance with City Council Resolution approved 1990, July 31 - Unbudgeted Capital Expenditures.


Robert Sugden

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Estimated capital costs of \$90,000.00 in 1991.

BACKGROUND:

The Huntington Park Tennis Courts have been in a state of disrepair with temporary remedies since a liability incident in 1986. The claim was settled in the past few months.

The courts were resurfaced in 1988, but requires sub-surface reconstruction to prevent annual surface remedies of approximately \$30,000.00.

At present, the surface lesions cannot be patched without further levelling. The courts have dips and high points indicating collapse of sub-level treatment.

Kevin Christenson, Secretary
Parks & Recreation Committee

1991, June 12

BACKGROUND CONTINUED...

The plan for Recreation Centre Retrofit at a total cost of \$3.2 million dollars which does not affect the existing site of the tennis courts and costs are anticipated to be higher if the courts await building retrofit. Further the high use that these courts receive warrants action this season and no trade-offs are available from the existing Capital Project.

13(6)

CITY OF HAMILTON

- INFORMATION -

DATE: 1991 June 17

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. Roy Hammel
Acting Treasurer

SUBJECT: ANALYSIS OF RESERVE ACCOUNTS

BACKGROUND:

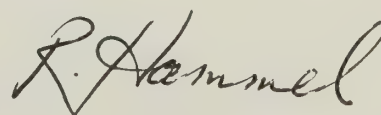
The status and analysis of reserve and reserve fund accounts was requested by this Committee at its meeting of 1991 May 9, and in addition this report is prepared annually by the Treasurer for information and review by the Finance and Administration Committee.

The attached document entitled "ANALYSIS OF RESERVES" contains information on the financial and legal obligations of creating and maintaining reserves and reserve funds, and individual status forms on each reserve with an indication on whether or not these reserves are underfunded. Appendix "A", following page 9 of the preliminary report, is a 4-page Summary and I would draw your attention to column (7) of page 4 of this summary which indicates that the net underfunded balance of the reserves at the present time is almost \$32 million.

In addition to the total present commitments of \$34 million as shown in column (5) of the Summary, the Capital Programme requirements over the next four years (1992 to 1995) as contained in the 1991-1995 Capital Budget are:

	Capital Requirements	Present Balance
Reserve for Property Purchases	\$ 1.1 million	\$ (1.6)
Reserve for Capital Projects	24.9	2.3
Reserve for Off-Street Parking	5.2	2.9
Reserve for Parks Land (5% fund)	7.2	(.1)
Reserve for Capital Project for Library/HECFI/C.U.P.	<u>2.7</u>	<u>1.1</u>
	<u>41.1</u>	<u>4.6</u>

The above indicates that there has to be quite substantial revenues accruing to these reserves over the next few years in order to be able to continue the City's "pay as you go" policy and avoid as much as possible issuing more debt in the future.



14.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 11

REPORT TO: Alderman B. Hinkley, Chairman
Finance and Administration Committee

FROM: Mr. John Thompson, Acting Secretary
Comprehensive Audit Sub-Committee

SUBJECT: FINAL REPORT - COMPREHENSIVE AUDIT OF THE
LICENCE DIVISION OF THE CITY CLERK'S
DEPARTMENT

RECOMMENDATION:

That the Final Report of the Comprehensive Audit on the Licence Division of the Clerk's Department as submitted by Ernst & Young dated May 24, 1991 be approved and forwarded to City Council for final ratification.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Comprehensive Audit of the Licence Division of the City Clerk's Department is one of two Comprehensive Audits being completed in 1991. This report is the Final Draft incorporating changes made by the Comprehensive Audit Steering Committee which was Chaired by Alderman Dave Wilson.

The Final Draft was approved by the Comprehensive Audit Sub-Committee at its meeting on 1991 June 11.

MAY 3 1991

15(a)

OTTAWA, Ontario
K1A 0B1Corporate Manager
Customer ServiceDirecteur national
Service à la clientèle

1991 04 30

His Worship Mayor Robert M. Morrow
City of Hamilton
City Hall
71 Main Street West
HAMILTON, Ontario
L8N 3T4

To clerk
council

Dear Mr. Mayor:

I am writing in response to your letter of March 20 to the Honourable Harvie Andre, Minister responsible for Canada Post, which was forwarded to the Corporation, regarding municipal by-laws regulating the distribution of flyers and advertising material (Admail).

Let me first point out that Canadian businesses have been using the postal system to advertise for many years. Organizations such as direct marketers, mail order companies, charities, and educational institutions rely on Canada Post's Admail services as an affordable means of communicating with customers; they use the postal service to send flyers, catalogues, coupons, merchandise samples, and many other promotional items to consumers. Small businesses and community-based groups in particular have discovered that Admail enables them to distribute information at a much lower cost than other advertising media.

Furthermore, many customers find advertising mail useful; market studies show, for example, that the majority of Canadians welcome the free samples delivered to them by mail. While they may not appreciate everything they receive, only a few customers would wish to receive no Admail at all. Finally, Admail makes a significant contribution to the Canadian economy, as it generates over \$7 billion in revenues each year.

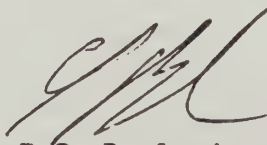
Although certain individuals may not wish to receive unsolicited advertising material, as you know, Canada Post cannot prohibit its distribution by mail. In Canada, access to the postal system is universal, provided that items of mail are properly prepared and paid for. Just as the Corporation cannot refuse to handle a private citizen's letter mail, we cannot refuse to deliver a company's advertising mail. Therefore, we are not in a position to accept or act upon specific instructions about what type of mail customers do or do not want to receive, nor do we believe it would be advisable for us to do so.

With respect to any suggestion that unsolicited Admail should not be delivered to households that have a sign on their mailbox indicating that the residents do not wish to receive such mail, I must reiterate that it is not within the Corporation's jurisdiction to determine what type of mail should or should not be delivered. A number of municipalities have adopted or are considering implementing "no advertising mail" programs. Canada Post understands the concerns that these programs are attempting to address. We believe that a multi-party approach involving the Corporation, advertisers, newspapers, and local government is needed to deal with these issues.

Finally, I have noted your comment that the intention of the proposed by-law you enclosed is to control possible littering and vandalism problems posed when postal employees deliver Admail when residents are absent. As you may know, Canada Post delivers less than a third of all unaddressed advertising material distributed to Canadian households. Private distributors and newspapers are responsible for the rest. Canada Post's Admail service is considerably less wasteful than other means of distribution, as it provides the mailer with precise, targeted markets. Moreover, only a single piece of Admail is delivered to each recipient's mail receptacle, and no Admail is left on doorsteps, between doors or lying loose on property. I might add that most people make arrangements for their mail to be taken care of when they expect to be away for a period of time, and many take advantage of Canada Post's various hold mail or mail redirection services.

Thank you for taking the time to write. I trust that I have clearly explained the Corporation's position on this matter.

Yours sincerely,



D.C. Rowland

ROBERT M. MORROW
MAYOR



1991 March 20

The Honourable Harvie Andre
Minister Responsible for Canada Post Corporation
Room 558
Confederation Building
House of Commons
Ottawa, Ontario
K1A 0A6

Honourable Sir:

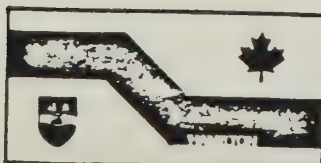
The Council of the Corporation of the City of Hamilton at its meeting held 1991 March 12, on the recommendation of the Finance and Administration Committee, unanimously adopted the following motion:

"That the Honourable Harvie Andre, Minister Responsible for Canada Post Corporation, be requested to amend the Canada Post Corporation Act, Revised Statutes of Canada 1985, Chapter C10, to require compliance with Municipal By-laws regulating the distribution of flyers and advertising material, and that a copy of this resolution be sent to all local MPs for their support."

I am forwarding herewith for your information and review a copy of City of Hamilton Draft By-law Respecting Bill Posters and Bill Distributors.

The intention of the proposed By-law is to control unwanted distribution and problems caused thereby, including litter, unwanted advertising, nuisances from delivery persons damaging property, and stacks of paper indicating the residents are absent.

.....2



City Hall,
71 Main Street West, Hamilton, Ontario, Canada L8N 3T4
Telephone (416) 526-2790

City Council sincerely hopes that every consideration will be given to this request.

Yours truly,



Robert M. Morrow
Mayor

encl.

c.c. The Honourable Shirley Martin, P.C., M.P. Lincoln
Mr. William Kempling, M.P. Halton
Mr. Geoff Scott, P.C., M.P. Hamilton Wentworth
Ms. Sheila Copps, M.P. Hamilton East
Mr. Stan Keyes, M.P. Hamilton West
Ms. Elizabeth Phinney, M.P. Hamilton Mountain

cc. Mr. John Thompson, Secretary - F. & A. Committee from Mayor Morrow
City Clerk for Council Members



Canadian Centre for
Occupational Health and Safety

Centre canadien d'hygiène et
de sécurité au travail

15(b)
MAY 13 1991

1991 5 6

File Ref:morrow.let

250 Main St. E./250 rue Main est
Hamilton Ontario Canada
L8N 1H6

Telephone/Téléphone

(416) 572-2981

Fax/Téléfax

(416) 572-2206

Mayor Robert M Morrow
City Hall
71 Main Street West
Hamilton Ontario
L8N 3T4

Dear Mayor Morrow

I appreciate your taking time from your busy schedule to see me last week. Your support for the Canadian Centre for Occupational Health and Safety is encouraging. I found my discussions with Lou Sage were also helpful, and he put me in touch with your safety group, some of whom I have already had discussions with through Mac Carson.

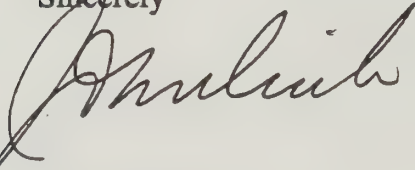
As I am sure you are aware, there are two separate but equally important responsibilities that the City has undertaken. One responsibility is as an employer to the municipal employees. The other, of course, concerns the health and safety of the community at large. This is a huge task, one in which I believe CCOHS can play an important role.

In order to further develop the relationship between the Centre and the City, I would formally like to invite you become a member of the Canadian Centre for Occupational Health and Safety. As a CCOHS member, the City would have privileged access to the wide variety of customized services the centre has to offer, including consulting, database development and training. In addition, you would be provided with a plaque indicating your support of CCOHS and a shared belief in the right of all workers to a healthy and safe working environment. Health and safety committee members would receive CCOHS pins, and the City would be entitled to receive a copy of any or all of CCOHS' publications.

The cost to the City of Hamilton for this basic membership would be \$2,000 per year. We will quote the cost of any additional products and services you may require once our health and safety professionals have had an opportunity to meet with your people to assess any requirements you may have.

I look forward to welcoming Hamilton as new CCOHS corporate member.

Sincerely

A handwritten signature in dark ink, appearing to read "John Crick", written over a horizontal line.

John Crick
Director, Marketing and Communications

JCmr

JUN 6 1991

15(c)

May 28, 1991

Mayor Robert Morrow,
City of Hamilton,
71 Main St.
Hamilton, Ontario
N8N 5T4

✓ To Clerk
for com

Dear Mr. Morrow,

Coalition for Gun Control is a non-profit organization working to secure more effective gun control laws. The organization presently has 2,000 individual members from across the country. In addition to this grassroots foundation, it has the support of a wide range of institutions, including Ecole Polytechnique and Concordia University. Many professional organizations support tougher gun control, such as Canadian Association of Chiefs of Police, the Canadian Bar Association, the criminologists of the Ministry of Justice and the Canadian Medical Association. A copy of May 15, 1991 press release is attached.

The position of Coalition for Gun Control is a moderate one. They do not oppose the use of guns for hunting or target shooting, in fact a number of the members are gun owners. However the members and supporters of the organization believe strongly that the safety and concerns of the Canadian public must be paramount over the interest over the interest of hunters of gun owner's. Our position is outlined in the attached brochure. A copy of our brief to the parliamentary committee on Bill C-80 is available on request.

The bill is the process of being refined by the government and there is some urgency in bringing the views of gun control supporters forward. Your organization could support Coalition for Gun Control in the following ways:

- 1) Provide an endorsement of our position for the purposes of ongoing education and publicity efforts;
- 2) Assist in the distribution of information from the Coalition for Gun Control from within your establishment.
- 3) By making a financial contribution you can assist us achieve our goals.

We appreciate your interest and encourage you to contact Coalition for Gun Control for further information.

Sincerely

Kathleen Hudson

Kathleen Hudson
Ottawa Coordinator
Coalition for Gun Control

cc. Wendy Cukier
Heidi Rathjen

NEWS RELEASE: COALITION FOR GUN CONTROL
May 15th, 1991
AFTER THRONE SPEECH EXPERTS ARGUE TOUGH GUN LAWS URGENTLY NEEDED

On Wednesday May 15th, associations representing physicians, police, lawyers, criminologists joined forces with the Students of l'Ecole Polytechnique and the Coalition for Gun Control to reiterate their call for tougher gun control.

Wendy Cukier, president of Coalition for Gun Control (formerly Canadians for Gun Control): "We were disappointed that there was no mention of gun control in the Speech from the Throne. Eighty per cent of Canadians want tougher gun control laws now. The experts say that gun control works. We have identified a number of ways in which the laws should be improved. Even the special committee on C-80 acknowledged that bill needed to be strengthened.

"The gun lobby has persistently argued against improvements with rhetoric borrowed from the NRA. Owning a gun does not make you an expert in gun control anymore than having a disease makes you a doctor.

"We have gathered the experts together to send the message loud and clear to the public, to the media and most of all to the government - Gun Control Works. Tougher laws are needed now."

François-Eric Garant, president of the Polytechnique Student Association, and supported by a petition with 550 000 signatures, says: "Over one year ago we met with the Minister of Justice to discuss our demands backed by a petition of half a million signatures. Bill C-80 was weak and even that compromise would not pass the gun lobby. A year has passed and nothing has changed. We've had promises but no action. Public safety does not appear to be a priority."

Heidi Rathjen, director of the Polytechnique Gun Control Committee, adds: "We are supporting Coalition for Gun Control's call for improvements in the screening process, for a ban on assault weapons and for development of a registration system for unrestricted weapons. We have accommodated the interests of hunters and target shooters but what are we really talking about? It's their hobby. It's our lives."

"The government has spoken of yet another panel on violence against women. Panels and committees are important but we are looking for action. Gun control is not a panacea but guns are an issue in violence against women. The National Action Committee on the Status of Women, the Canadian Advisory Committee on the Status of Women and the National Association of Women and the Law have called on the government to enact tougher gun laws."

Dr Françoise Bouchard, representing the Quebec's Hospital Association, says: "The medical literature is clear: gun control saves lives. Gun result in over 1300 deaths and almost the same number of injuries each year. Guns are more lethal than knives and result in more fatalities per assailant."

"It has been said that 'Many injuries, including highway injuries, result less from the lack of knowledge than from the failure to apply what is known.' We know how to reduce gun related deaths, what is needed is the will to do it." Bouchard adds the President of the Canadian Medical Association has recognized that the ready availability of guns and their misuse constitute a major public health hazard and has asked the government to institute all steps necessary to minimize such hazard. It time to act."

Dr. Steve Corber, Medical Officer of Health Ottawa-Carleton Region, adds: "Mortality and morbidity from guns is an important public health problem. To reduce mortality we must reduce access to firearms. While there are some legitimate uses for guns those purposes can be achieved even with much stricter controls on guns."

Brian Ford, Deputy Chief, Ottawa Police Force and Legislative Committee, Canadian Association of Chiefs of Police: "Improved gun control is required to make it more difficult to get guns, to remove weapons from circulation which serve no role in hunting or target shooting, to define safe storage to make more it more difficult for legally purchased guns to fall into the wrong hands. As long as assault weapons remain amongst the Canadian public they are subject to theft and as long as they can be stolen they are liable to be illegally converted to fully automatic... Theft and loss of firearms is a serious problem in Canada. I think we have to get our priorities straight. We have to consider the safety of the people in this country above all else - above collecting, above target shooting, and above hunting."

"Contrary to popular perception, rifles and shotguns are more often used in homicides than handguns. While smuggled guns are a problem, in our experience a large proportion of the guns used in other crimes are stolen. Improvements in gun control will make our job much easier. We are really concerned about gun lobbyists who argue that arming the population will reduce crime. It's simply not true."

The Canadian Bar Association has said: "We remain convinced that firearms control legislation reduces the criminal misuse of firearms. Responsible Canadians who wish to own firearms ought to be prepared to suffer minor inconveniences in an attempt to limit access to firearms by those who have the potential to abuse the use of firearms."

"The clear argument can be advanced that high capacity magazines increase the opportunity

MYTHS AND FACTS ON GUN CONTROL

MYTH: Guns don't kill people, people kill people.

FACT: People without guns injure, people with guns kill.

- Gunshot wounds are 15 times more deadly than those from knives and far more deadly than those from weapons such as clubs or fists.¹ Reducing the accessibility of guns may not reduce the number of violent confrontations, but it will reduce the risk of fatal outcomes.²
- It takes a less well formed motive to commit murder with a gun than with any other weapon, because of the physical and psychological distance between the aggressor and victim.³

MYTH: Gun control legislation does not reduce gun violence.

FACT: Gun control saves lives.

- Despite similar overall rates of criminal activity, the homicide rate is higher in Seattle than Vancouver. This is explained by the rate of murder with handguns which is almost five times higher in Seattle. The rate of assault involving firearms is seven times higher in Seattle than in Vancouver.⁴
- Gun homicides and gun assaults paralleled gun ownership in seven major U.S. urban centers, according to inter-city and inter-region (same place, different time) analysis.⁵
- Following the 1978 Canadian gun control legislation, there was a decrease of the percentage of homicides involving guns (1976: 39% of the 668 homicides; 1988: 29% of the 575 homicides) and the percentage of robberies involving firearms (1976: 39% of all robberies; 1988: 25% of all robberies).⁶

MYTH: Motor vehicles are more lethal than guns.

FACT: Guns are more lethal on a per-use basis.

- Less than 3000 motor vehicle occupants died in 1986 in Canada.⁷ Cars are used by a vast majority of Canadians most every day of the year. More than 1400 Canadians died from bullet wounds in 1987.⁸ Hunting is practiced by less than 9% of the population 16 years or older,⁹ usually on an occasional basis.
- Motor vehicles are more regulated and taxed than guns.

MYTH: What is needed is crime control, not gun control.

FACT: Easy access to guns contributes to crime.

- Most homicides in Canada are committed with firearms (33%). Sharp instruments are the second most common means.⁹
- The majority of firearm homicides in Canada involve hunting rifles and shotguns (61%). Handguns account for 30%. Prohibited firearms account for 2%.⁸
- Most homicide victims are killed in the course of an argument, usually by someone they know, and often by spouses or other family members¹⁰ (in Canada: 64.5%)¹¹. In family murders, shooting is the single most common cause of death¹².

MYTH: People need guns for protection.

FACT: A home is safer without a gun.

- For every case of "self-protection homicide", there are 1.3 accidental deaths, 4.6 criminal homicides and 37 suicides.¹³
- A loaded firearm in the home is six times more likely to cause an accidental death than to kill an intruder.¹³

MYTH: The risk associated with guns does not justify further inconvenience for legitimate gun owners.

FACT: The cost of guns to society cannot be compared to a minority's inconvenience.

- Total deaths by firearms: 1432 in 1987.⁸
- Suicides with firearms: 1126 in 1987.⁸
- Homicides involving firearms: 193 in 1987.⁸
- Accidental deaths involving firearms: 60 in 1987.⁸
- Undetermined cause of death with firearms: 53 in 1987.⁸
- Robberies with firearms: 6449 in 1989.¹⁴
- Hospitalized injuries by firearms: 1300 in 1985-86.¹⁵

Canadians for Gun Control

P.O. Box 395, Station D
Toronto (Ontario) M6P 3J9
(416) 604-0209

P.O. Box 695, Place du Parc
Montreal (Quebec) H2W 2P3
(514) 284-6863 / fax: 284-3899

1. Background

More and more Canadians are concerned about violence in our society. While there are social, cultural and institutional factors which contribute to the problem, improved gun control is one measure which has been demonstrated to reduce certain types of crime. In addition, it can lower the number of accidental deaths and injuries resulting from the use of firearms.

We all remember that, on December 6, 1989, at l'École Polytechnique in Montreal, a single man shot 27 people with a semi-automatic weapon. Fourteen women died that day, and a number of groups and individuals started calling for tougher gun laws. In January 1990, when it became clear that a non-partisan alliance was needed to improve communication and mobilize public support, the Students of Polytechnique and Canadians for Gun Control joined forces to promote the issue in Canada.

2. Objects

The objects of Canadians for Gun Control (CGC) are

- to encourage and conduct research into the use of firearms, as well as problems associated with firearms and measures which could alleviate these problems;
- to advocate government policies and legislation which promote more effective gun control in Canada;
- to raise public awareness of the use of firearms in Canadian society, along with potential solutions, through newsletters, brochures, presentations, conferences, briefs, etc.;
- to promote cooperation among organizations and individuals interested in reducing violence in Canadian society;
- to undertake complementary activities that are consistent with these objects.

3. Approach

Canadians for Gun Control is a non-profit organization which solicits funds to defray to costs of its activities. Its Board of Directors is elected by members, and includes an Executive Committee which provides focus and day-to-day direction.

Subcommittees address specific tasks and areas of interest, including:

- Research
- Policy and Government Relations
- Publicity and Education (elementary, high school, university and public)
- Fundraising
- Membership
- Liaison
- Legal
- Major projects
- National Coordination

Regional Committees have also been created in the following regions:

- Toronto
- Montreal
- Ottawa
- Sarnia
- Niagara Falls
- Sudbury
- St. Catharines
- Thunder Bay
- Cambridge
- Calgary
- British Columbia
- Newfoundland

These committees meet on a regular basis via conference calls.

4. Activities to Date

Research

Object: to collect information regarding problems associated with firearms, along with effective approaches to gun control.

A wide range of experts have been consulted, such as Criminologist Darryl Davies, Handgun Control Inc. (Washington and California), members of the Toronto Police Force, as well as medical, legal and social service specialists. The consultation continues.

Policy and Government Relations

Object: to communicate public opinion to the Government.

A formal position and a series of recommendations have been developed from our research. They include the following points:

- treat gun-owning as a privilege, not a right;
- keep this privilege from people who have been convicted of crimes against a person (such as assault) or other major crimes (such as drug trafficking);
- raise the age to buy guns from 16 to 18;
- make semi-automatic weapons restricted weapons;
- ban and remove assault weapons from circulation;
- register all weapons by type and serial number on FACs, set up a national database of owners and weapons, and require the FAC to buy ammunition;
- improve controls on gun sales and storage (define safe storage for all guns, etc.);
- provide the resources required to implement these changes effectively.

A presentation to the Special Committee on Bill C-80 was scheduled on December 17, 1990, and a written report submitted on behalf of Canadians for Gun Control and the students of l'École Polytechnique.

Professional lobbyists have volunteered their services; we have been advised to focus our attention on the Members of Parliament in the weeks preceding the next session. Provincial politicians have already been approached, and lists of regional caucus chairs for all parties have been / are being distributed to regional coordinators in order to schedule more presentations.

In Toronto, municipal politicians have shown an interest and have set up a committee on firearms.

Publicity and Education

Object: to raise public awareness of the use of firearms, the current state of gun control and the measures that are needed to improve the situation.

CGC has developed a draft information package on our recommendations and the problems associated with guns, which have been circulated widely. News features, Letters to the Editor and interviews have been picked up by most medias; presentations and public forums have been set up, and advertisements were published in Montreal, Quebec, Ottawa, Winnipeg, Calgary and Halifax newspapers. Regional groups are monitoring local medias and are responding as appropriate. Our documents are currently being revised and translated.

Fundraising

Object: to gather sufficient funds to support our activities.

So far, we have received a number of individual donations. We are currently expanding our efforts in this area to include corporate and associations' support.

Membership

Object: to build a power and financial base for our objectives.

This was not initially a major thrust but has become a priority. We are anxious to establish a strong base outside of the urban centres of Quebec and Ontario, and will do so through the regional coordinators, universities and national associations which support us. Again, the focus will be on local MPs.

Liaison

Object: to promote cooperation with and obtain support from organizations and individuals interested in our goals.

Discussions with numerous organizations and individuals have begun in order to find common goals and shared approaches when appropriate. These groups include l'École Polytechnique, the Ontario Medical Association, the Quebec Departments of Community Health, The Quebec Hospitals' Association, the National Action Committee on the Status of Women, the Canadian Criminal Justice Association, the Canadian Association of Chiefs of Police, the Canadian Humanist Association, the Canadian Association of Distance Education, the Montreal Teachers' Association, Concordia University, school boards, municipalities, church groups and professional associations from across the country. Approaches to groups who are receptive are continuing.

A Gun Owners for Gun Control Subcommittee has also been created to counter gun lobby claims on behalf of gun owners.

Legal

Object: to create the appropriate infrastructure to achieve our objectives.

Provincial incorporation is completed, and federal incorporation is underway. By-laws required for federal incorporation are also being drafted.

Major Projects

Object: to identify and develop special projects which support our goals.

From January to May 1990, CGC circulated the petition initiated by the Students of l'École Polytechnique. With their cooperation, a letter-writing campaign was also launched in December 1990, and information packages were distributed to universities and women's centres across the country prior to the December 6th Memorial services.

I think these article demonstrate
that we will need a lot of
support before effective controls
are passed. I hope you will
join us in our effort for effective
gun control.

A 3

Dead issue Tories' gun-control bill tossed into wastebasket

Just when you think you know how low a Tory politician can sink, you have to revise your estimates.

I thought Joey Slinger of the Toronto Star was being too pessimistic a couple of weeks back when he wrote a column suggesting the gun-control bill is already deader than last month's anchovy pizza. C'mon, Joey. I wanted to say. Sure they're Tories, but they can't be that gutless.

Well, Joey has been writing about these people longer than I have, and it's beginning to look like he was right.

When Justice Minister Kim Campbell panicked at the first shot from the gun-nut lobby and turned her weak gun-control bill over to a special parliamentary committee. I thought there was still hope.

This doesn't mean it's all over, I said. Maybe the committee will actually come up with a tougher bill. Write letters, make phone calls, go to Ottawa.

Spit in the wind, is what I should have said. Step on Superman's cape. That would do about as much good as sending Ms. Campbell a petition with a half-million signatures on it pleading for sensible gun-control laws.

Because the signs in the snow say this parliamentary committee isn't a committee, at all. It's a wastebasket, designed as a convenient place to dump a bill this government doesn't have the courage to enact.

How do we know?

Because committee chairman John Reimer of Kitchener has told parents of the victims of the Ecole Polytechnique massacre that, gee whiz and golly, folks, we just can't find the time to see you.

Blast-Anything-That-Moves Club

We've got to make time to listen to the Blast-Anything-That-Moves Machine Gun & Hand Grenade Club from Buzzard Feather, Alta., says John Reimer. Then there's the representative from the Rambo Nutcase Kill-a-Commie-for-Christ bureau, and the good people from Ammo Is Us, and the fellas from The Only Good Deer Is a Dead Deer.

Nope. We couldn't possibly fit in the parents of young women who died because a man with a problem was allowed to buy a weapon whose only purpose is to kill people. No way.

And besides, Reimer told Liberal MP Warren Allmand, committee members "felt it would be too hurtful" for the parents to have to testify.

Too hurtful for whom, John? The parents? Or for you and the rest of the lily-livered Tories who are so scared of the Reform Party out west that you're going to dump the gun-control bill?

Know what I think, John? I think you know you're about to do a nasty, and you don't have the courage to face people like Suzanne Edward, whose daughter Anne-Marie died at the Poly.

If a woman like Edward decides to testify, it's because she's already weighed the pain of constantly dealing with her daughter's death in public against the pain of sitting on the sidelines and doing nothing while this government fritters away an opportunity to pass a gun-control law which would save hundreds of lives.

Allmand, an alternate committee member and a gun-control advocate, has said he will try today to persuade the committee to reverse its position and hear out the parents of the massacre victims.

Something for the MPs to ponder

If nothing else, people like John Reimer should have to sit down eyeball-to-eyeball with Suzanne Edward and face the consequences of their actions.

Then when Reimer tells us the only gun-control bill this country needs is one that would make it unlawful to own a fully armed Tiger tank, he can go to bed with his conscience every night and remember Suzanne Edward.

If our legislators are going to write gun-control legislation to please a few pistol-packin' papas from Buzzard Feather, Alta., while ignoring the clearly expressed wishes of millions of Canadians, then at least we should know they're laying awake nights doing something besides counting their money.

Whether the parents succeed in meeting the committee, the message is still pretty clear. John Reimer and Kim Campbell and, yes, good old Brian Muldoon himself are telling us that democracy doesn't much count with them; that a well-financed, high-powered lobby group can still do enough arm-twisting to get what it wants no matter what the people of Canada want.

This is how things work in the U.S. You want to block Medicare, you want to be sure any psycho off the street can walk into the corner store and buy a submachine gun, you pay a professional lobbyist.

Maybe two years from now we'll have an NDP government in Ottawa which will take the toys from the boys, which will recognize that there's no legitimate reason for anyone in this country to own a semi-automatic weapon.

Meanwhile, every time someone in this country is killed by a gun which ought to be on the banned list,

RELIEF IN MARBLE

The emir's third, or maybe fourth, house emerges from the rubble of Kuwait's war. /B3



FOL

OPINION

• COMMENT

• COLUMNS

• ESSAY

Listen to women — and men — on the need for gun control

Gun control, a piece of legislation destined for the gallows, had a recent hearing at a parliamentary committee. The committee was not, as you might imagine, concerned with justice. It was concerned with women. The status of women committee considered gun control as part of its deliberations on violence against women.

This was the meeting where Conservative MP Pierrette Venne said something stupid. She said gun control is a non-starter since guns are a phallic symbol, and "it is men who are passing legislation on a phallic symbol."

That was dumb, and sexist, but it was wise of the committee to consider gun control, since the issue is of particular interest to women. About one-third of the Canadians murdered with guns each year are women; but women account for only five per cent of the perpetrators. Men who hurt women are brutes, and a brute will use anything at hand — a knife, a bat, a fist. If a gun is at hand, he will use a gun.

Wendy Cukier, a Ryerson professor who is coordinator of the Canadians for Gun Control, told the committee the statistics prove that gun control is a "feminist issue." She extended the argument: "Most children who are killed with guns are killed with their fathers' guns, not their mothers' guns. Again, I think it is a particularly important issue for women."

Advocates of gun control endanger their argument when pushing it into that realm. Women do not "own" the issue any more than men, who are both the usual victims and the usual perpetrators of gun crimes.

Arnold Malone, a Tory MP with an almost loving attitude towards guns, fought against the proposed limit of a five-bullet magazine. He told the Commons: "I am a fruit farmer, and rabbits can cause a lot of difficulty to my orchards. . . . It takes more than five bullets for the rabbits to start getting scared when I go after them. I obviously need more than a five-bullet clip."

Malone has a right, I guess, to protect his apple trees from marauding hordes of attack rabbits. None of those attack rabbits had guns of their own, but were the victims of guns; . . . Malone's story does not make gun control a rabbit issue. If anything, it should be a Malone issue.

But rabbits, were they able, could tell you a thing or two about the awful destruction caused by guns. So can women. Which is why gun control is not only of particular interest to women;

SEVEN DAYS**ROBERT MASON****LEE**

but why we should listen particularly closely to what women have to say about guns.

Heidi Rathjen is a thoroughly admirable, decent, and level-headed woman when it comes to guns. She survived the massacre at l'Ecole Polytechnique, and turned her experience into a moderate campaign for greater gun control.

When Marc Lépine entered the school with a semi-automatic rifle, he carried two 30-round clips. Rathjen believes a small thing like clip size can save lives. She told a little story:

"Lépine had opened a classroom door and was aiming inside the room and there was somebody right there and he started shooting, but the clip was empty. So while he was reloading, the guy shut the door, locked it, and went into the class and everybody hid. Then Lépine tried to shoot again, but he had jammed the door, so he just moved on. That saved a whole classroom."

In contrast, this is what Malone said about that: "There is that funny notion that when these awful, tragic, deplorable, emotional situations take place in our country, such as that at Ecole Polytechnique, that somehow if we attack the instrument, we will achieve justice."

Malone is an expert on rabbits. Rathjen is the expert on guns. Malone felt the legislation went too far. Rathjen felt it didn't go far enough.

In an April interview in *Lawyer's Weekly*, Justice Minister Kim Campbell said: "I make no apologies for the fact that I'm a feminist and I think it's very important that I bring with me, into the ministry, my outlook on the world. . . . I hope that people will be able to identify a difference that was made by having a woman minister of justice."

I hope so, too. If Campbell fails to pass a tougher gun bill through the Commons in its next session, she will not only have betrayed women. She will have also betrayed men.

And the reason for that betrayal would be if she listened to men like Malone, and not to women like Rathjen.

Wildlife group must be clear about stand on gun control

Canadians for Gun Control is an organization with members whose goals are to treat gun ownership as a privilege, not a right.

It also aims to secure tighter screening processes for gun ownership and raise the age at which one can legally purchase a gun from 16 to 18 years.

It wants to make all semi-automatic firearms restricted weapons, remove assault weapons from circulation, record the type and serial number of guns purchased with a Firearms Acquisition Certificate (FAC), make presentation of a certificate mandatory for the purchase of ammunition and improve controls on the distribution, selling and storage of all guns.

The organization acknowledges there are legitimate uses for guns, but believes the proliferation of guns in Canada is dangerous.

The other side of the issue is represented by a well-funded, pro-gun lobby. Canadians for Gun Control officials discovered they were unwittingly donating funds to part of that lobby.

Wendy Cukier, Co-ordinator of Canadians for Gun Control, likes animals and supports conservation and has thus been motivated to support the Canadian Wildlife Federation. The federation produces promotional materials featuring sweetly innocent portraits of bluebirds, baby seals, fawns and other non-game wildlife. The American-produced materials it distributes to children have politically conservative, pro-hunting messages so subtle they're virtually subliminal.

The federation also takes strong stands on behalf of the environment and its positions on some controversial issues, such as opposition to game farming or the Rafferty Dam, are shared by staunch animal protectionists.

But on contentious conservation issues the Canadian Wildlife Federation's position that hunting is a valid, even necessary, component of effective wildlife conservation often places it in opposition to other conservation-



Nature Trail

Barry Kent MacKay

One of my own unpleasant experiences with the Canadian Wildlife Federation happened at a meeting of the parties to the Convention on International Trade in Endangered Species held in Ottawa in 1987. A document purporting to represent the opinion of various conservation organizations surfaced among the delegates. It called for a reduction in the influence of non-governmental organizations at a time when those organizations supporting increased protectionism were seen to be having more influence over voting delegates than those who opposed protectionist positions.

After some detective work the World Society for the Protection of Animals exposed the fact that the anonymous document was produced by the observer from the Canadian Wildlife Federation, a close friend of the observer from Safari Club International, and groups with vested interests in sport hunting and commercial exploitation of wildlife.

I frequently receive mail plastered with Canadian Wildlife Federation stamps featuring pretty pictures of wildlife, sent to me by unsuspecting people strongly opposed to sport hunting. They don't understand that, along with the federation's undoubtedly germane conservation activities that such people presumably would support, it lobbies for hunters and trappers and even against the modest gun control measures the federal government has proposed.

The organization even has a Firearms Legislation Committee whose chair, James T. Hook, appeared before the federal special committee on Bill C-80, An Act to Amend the Criminal Code with Respect to Firearms.

Hook supported safety training for gun owners but otherwise generally opposed restrictions

that would not be acceptable to current firearm owners and repeated the tedious arguments one always hears in opposition to gun control proposals. Gun ownership is a non sequitur in terms of protecting wildlife.

There's nothing wrong with an organization lobbying for or against any side of virtually any issue, but I share Canadians for Gun Control's concern that such lobbying should not be funded by donations trustingly made on behalf of wildlife.

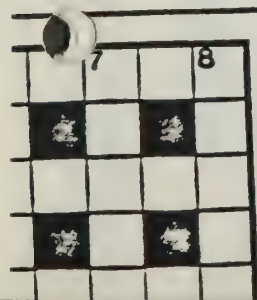
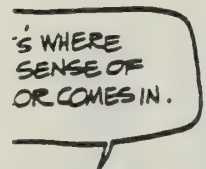
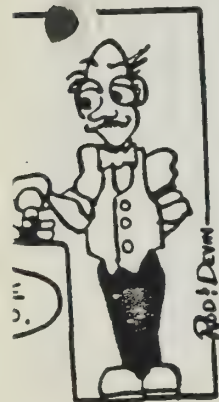
The Canadian Wildlife Federation's fundraising methods have bothered many conservationists. As a group, hunters are traditionally contemptuous of what they call the "Bambi syndrome," a supposedly unrealistic view found predominantly among urbanites that nature is an idealistically benign place symbolized by such images as baby fawns (like Bambi), baby seals, cute little chipmunks and pretty song birds.

There's at least a slender element of truth to the accusation, to be sure, yet it is those images that the Canadian Wildlife Federation uses in its direct mail fundraising and merchandising.

If donors' funds are to be used to promote gun ownership, then prospective donors should be told. If an organization lobbies on behalf of hunters, anglers and trappers, fine, but I believe it should say so in its membership acquisition activities.

There is an unfortunate tendency to more or less lump all conservation and animal protection groups into one of two categories: those whose major interest is in conserving natural populations, particularly for human use, and those whose focus is on protecting individual animals for their own sakes, usually for primarily humanitarian concerns.

If other groups can accurately present themselves, why cannot the Canadian Wildlife Federation, to its own benefit in attracting support for its otherwise less obvious causes, and to the benefit of donors like Cukier who deserve to better understand how their donations are used?





On November 6, 1989, a man walked into l'École Polytechnique in Montreal and shot 27 people in less than 20 minutes. Fourteen women died. One thing is certain: without a powerful semi-automatic weapon, the toll would not have been so high.

The effects of easy access to guns have been well-documented. Many incidents have involved children. In February 1990, a 17-year-old entered a Burlington high school and shot three teenagers with a handgun. Canadian juveniles use guns to commit crimes. The toll from accidents involving guns is also too high. In North Preston, NS, a 5-year-old was shot dead by a 6-year-old with a rifle.

There has been an alarming increase in the criminal use of guns. According to the police, the majority of the weapons were at one time legally owned. Gun theft has become a major problem.

So many guns, so little control



There are too many guns in Canada. Handguns are restricted weapons and must be registered, so we know there are about 1 million in circulation. Shotguns and rifles, however, do not have to be registered; people who are issued Firearms Acquisition Certificates (FACs) may buy as many as they want over a 5-year period. No one knows how many unregistered guns there are but estimates exceed 5 million.

Nearly 1400 Canadians were killed with guns in 1987. Women account for one third of the victims and virtually none of the murderers. Easy access to weapons in the home is a factor in domestic violence, suicides and in incidents involving children.

Most Canadians want tougher laws. Approximately 600,000 persons signed a petition initiated by the students of l'École Polytechnique calling for increased restrictions. A recent Angus Reid Poll shows that 80% of Canadians want tighter gun control. *Isn't it time we did something about it?*



Kim Campbell, Minister of Justice, has proposed legislation which would:

- 1° require signatories and photographs for FACs;
 - 2° mandate a 28-day waiting period for FACs;
 - 3° raise the fee for a 5-year FAC from \$10 to \$50;
 - 4° ban semi-automatics converted from automatics;
 - 5° limit magazine size to 5 to 10 bullets.
- Though the Justice Minister promised a tougher bill, we doubt some critical aspects will be addressed and we believe that more can be done. Yet pro-gun lobbyists have opposed even the above improvements.

There is no right to bear arms in Canada. We do, however, acknowledge the hunting rights of Native and Inuit people. While there are other legitimate uses of guns, we believe that the interests of owners must be subordinated to the interests of the Canadian public. Over 90% of Canadians do not own or use guns.

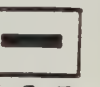
Canadians for Gun Control



Canadians for Gun Control is a non-profit corporation linking groups and individuals working for tougher gun control. By publicizing the problem and potential solutions, we are mobilizing citizens to demand better gun laws. Gun control is essential to the building of a safer Canada.

CGC wants the following changes:

- treat gun-owning as a privilege, not a right;
- do not grant this privilege to people who have been convicted of crimes against a person (such as assault) or other major crimes (such as drug trafficking);
- raise the age to buy guns from 16 to 18;
- make semi-automatic weapons restricted weapons;
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Invest a little time in filling improved gun control a reality. The pen is mightier than the gun.

1. Duplicate this brochure. Circulate it.
2. Write to your MP and to Minister of Justice Kim Campbell, House of Commons, Ottawa K1A 0A6 (no stamp required). Send letters to the editor.
3. Rally your association, your company, your colleagues, your friends and your neighbors. We have a speaker's bureau of experts.
4. Join the Canadians for Gun Control (CGC).

☐ Yes, I'd like to become a member.

Name:

Address:

Postal code:

Telephone: ()

I would like to contribute:

___ \$10 ___ \$25 ___ \$50 ___ Other (specify)

Cheques payable to Canadians for Gun Control. Please note that, due to our lobbying activities, we cannot issue tax receipts. However, we can forward donations to a foundation which conducts research and education on gun control and which will send you a receipt.

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P.O. Box 395, Station D, 338 Keele St., Toronto, Ontario M6P 3J9 — (416) 604-0209

In Quebec: P.O. Box 695, Place du Parc, Montreal H2W 2P3 — (514) 284-6863 / fax: 284-3899

Sample Letter

The Right Honourable Kim Campbell
Minister of Justice
House of Commons
Ottawa (Ontario) K1A 0A6

Date: _____

Dear Ms. Campbell:

I am concerned that the legislation to improve gun control will be delayed or, worse, shelved. The proposed legislation offers improvements over existing controls but is clearly a compromise. That the government may back down from even this compromise is truly incredible.

I believe that gun control should go further to:

- treat gun-owning as a privilege, not a right;
- keep this privilege from people who have been convicted of crimes against a person (such as assault) or other major crimes (such as drug trafficking);
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- improve controls on gun sales and storage (define safe storage for all guns, etc.);
- provide the resources required to implement these changes effectively.

The gun lobby may be loud and powerful, but this shouldn't obscure the fact that it represents a small minority. As one of the majority of Canadians who want tougher gun controls, I think my rights to safety must be a priority.

I would urge you to act as quickly as possible to implement these recommendations.

Sincerely,

your name and address

cc. your M

Guns in Canada: The Facts

There are many fallacies about guns. Make sure you know the facts.

Gun control does reduce crime

- Studies show that a decline in violent crime has accompanied improvements in gun control (Davies, Darryl, *Justice Report*, Fall 1989).

- A comparison of Vancouver and Seattle murder rates identified easy access to guns as the major factor contributing to the US rate, the highest in the Western world (Sloan, Henry, *New England Journal of Medicine*, 319, 1988).

Gun owners are less safe than non-gun owners

For every case of "self-protection homicide" where an intruder was killed, there were 1.3 accidental deaths, 4.6 criminal homicides and 37 suicides involving firearms (Kelleman, Arthur, *New England Journal of Medicine*, 314, 1986). This means that if there is a gun in your home, you are more likely to be shot and killed than if there is none. Period.

Handguns are not the only problem

- Rifles and shotguns are used in over 60% of homicides involving firearms (Canadian Center for Justice Statistics, 1987).
- Rifles and shotguns are also the weapons of choice against women and children in domestic situations (Davies, 1989).

Criminals use guns that were legally owned

The vast majority of weapons used in crimes are stolen from "legitimate owners". Reduce the number of guns in circulation and you will reduce the criminals' supply of weapons.

Guns are not like automobiles

Automobiles do kill more people than guns. But only 7 to 9% of Canadians use guns (mostly on an occasional basis) while the majority of Canadians use automobiles, often every day. The comparison is silly. Don't be misled!

Right now
in Canada,
people who

want guns are
trusted to check
the right box:

Have you... been
treated for a mental
disorder associated
with violence?

☐ yes ☐ no

Isn't it time for
better controls?



printed on recycled paper



On September 6, 1989, a man walked into l'École Polytechnique in Montreal and shot 27 people in less than 20 minutes. Fourteen women died. One thing is certain: without a powerful semi-automatic weapon, the toll would not have been so high.

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- improve controls on gun sales and storage (define safe storage for all guns, etc.);
- provide the resources required to implement these changes effectively.

The gun lobby may be loud and powerful, but this shouldn't obscure the fact that it represents a small minority. As one of the majority of Canadians who want tougher gun controls, I think my rights to safety must be a priority.

I would urge you to act as quickly as possible to implement these recommendations.

Sincerely,

your name and address

cc. your M

Guns in Canada: The Facts

There are many fallacies about guns. Make sure you know the facts.

Gun control does reduce crime

- Studies show that a decline in violent crime has accompanied improvements in gun control (Davies, Darryl, *Justice Report*, Fall 1989).

- A comparison of Vancouver and Seattle murder rates identified easy access to guns as the major factor contributing to the US rate, the highest in the Western world (Sloan, Henry, *New England Journal of Medicine*, 319, 1988).

Gun owners are less safe than non-gun owners

For every case of "self-protection homicide" where an intruder was killed, there were 1.3 accidental deaths, 4.6 criminal homicides and 37 suicides involving firearms (Kellerman, Arthur, *New England Journal of Medicine*, 314, 1986). This means that if there is a gun in your home, you are more likely to be shot and killed than if there is none. Period.

Handguns are not the only problem

- Rifles and shotguns are used in over 60% of homicides involving firearms (Canadian Center for Justice Statistics, 1987).
- Rifles and shotguns are also the weapons of choice against women and children in domestic situations (Davies, 1989).

Criminals use guns that were legally owned

The vast majority of weapons used in crimes are stolen from "legitimate owners". Reduce the number of guns in circulation and you will reduce the criminals' supply of weapons.

Guns are not like automobiles

Automobiles do kill more people than guns. But only 7 to 9% of Canadians use guns (mostly on an occasional basis) while the majority of Canadians use automobiles, often every day. The comparison is silly. Don't be misled!

Right now
in Canada,
people who

want guns are
trusted to check
the right box:

Have you.. been
treated for a mental
disorder associated
with violence?

☐ yes ☐ no

Isn't it time for
better controls?



printed on recycled paper

16(a)

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

TO: J. D. Thompson
Secretary,
Finance and Administration Committee

YOUR FILE:

FROM: Mr. J. J. Schatz
Deputy City Clerk

OUR FILE:

PHONE: 546-2727

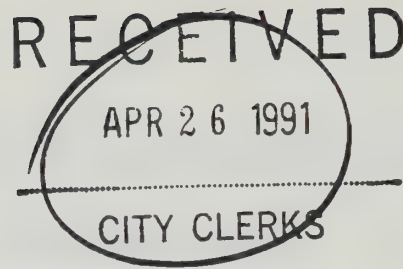
SUBJECT: MUNICIPAL GOVERNMENT
RESTRUCTURING - RESOLUTION

DATE: 1991 May 17

Attached please find a letter dated April 18, 1991 from the Town of Richmond Hill respecting a resolution requesting the Government of Ontario to begin a full review of the municipal and regional government structure in the province which City Council at its meeting held May 14, 1991 referred to the Finance and Administration Committee.

att.

c.c.: Mr. L. Sage, Chief Administrative Officer



The Town of Richmond Hill

P.O. Box 300, 10266 Yonge St.
Richmond Hill, Ontario
Canada L4C 4Y5
Tel: (416) 884-8101
Fax: (416) 884-9827

April 18, 1991

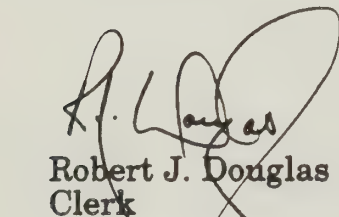
Dear Sir/Madam:

Re: Municipal Government Restructuring

At its meeting on April 8, 1991, the Council of the Corporation of the Town of Richmond Hill endorsed a resolution requesting the Government of Ontario to begin a full review of the municipal and regional government structure in the province.

We have been directed to circulate this resolution, a copy of which is reproduced overleaf, to all municipalities in the province, the Association of Municipalities of Ontario, the Ministry of Housing and Municipal Affairs, the Premier of Ontario and the leaders of the two opposition parties in the provincial legislature with a request for support. Please advise the undersigned as to your Council's disposition of this request.

Yours truly,



Robert J. Douglas
Clerk

RJD/APC/ha

«WHEREAS municipalities are creations of the Ontario Government, and are limited to the legal authority and revenue sources granted by that body;

AND WHEREAS, municipalities can only undertake actions as are authorized by the Ontario Government, and only in accordance with any procedures specified;

AND WHEREAS, even if there is a local problem for which there is an obvious and widely supported solution, council action taken without provincial authorization would be declared ultra vires by the courts if called upon for a ruling;

AND WHEREAS, councils are also limited by the fact that their purpose is not only to carry out the wishes of their local inhabitants but to carry out the duties imposed by the province;

AND WHEREAS, the proliferation of separate appointed boards has made the local government system even less understandable and directly accountable while also inhibiting effective priority setting and the coordinated provisions of services;

AND WHEREAS, municipalities in Ontario are operating in a structural context that has its roots in the turn of the century;

NOW THEREFORE BE AND IT IS HEREBY RESOLVED that the Council of the Corporation of the Town of Richmond Hill requests the Government of Ontario to begin a full review of the municipal and regional government structure in Ontario including the role of Boards of Education, with the aim of reviewing the constitutional, structural and financial operating environment surrounding municipal- provincial relations;

AND FURTHER THAT the provincial government hold citizen forums and public consultations with municipalities through the Association of Municipalities of Ontario in order that a full review of municipal government and its role can be discussed and the necessary changes made to it to provide Ontario with a municipal government structure that will meet the challenges of the 21st Century;

AND FURTHERMORE THAT Staff be requested to circulate this resolution to all municipalities in the Province of Ontario, the Association of Municipalities of Ontario, the Ministry of Housing and Municipal Affairs, the Premier of Ontario, and the leaders of the two opposition parties in the provincial legislature with a request for support.»

16(b)

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

TO: J. D. Thompson
Secretary,
Finance and Administration Committee

YOUR FILE:

FROM: Mr. J. J. Schatz
Deputy City Clerk

OUR FILE:
PHONE:

546-2727

SUBJECT: CITY OF NORTH YORK
PROVINCIAL GOVERNMENT
WELFARE ACT.

DATE: 1991 May 17

Attached please find a letter dated April 29, 1991 from the City of North York respecting a resolution which City Council at its meeting held May 14, 1991 referred to the Finance and Administration Committee.

att.

c.c.: Mr. E. C. Matthews, City Treasurer



CITY OF NORTH Y

5100 YONGE STREET
NORTH YORK
ONTARIO
M2N 5V7

RECEIVED

MAY 10 1991

April 29, 1991

CITY CLERKS

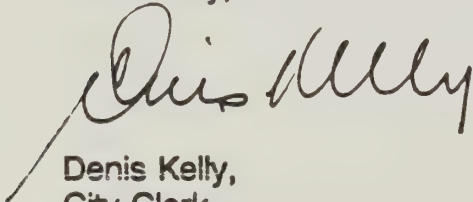
To: The Municipal Clerk

RE: PROVINCIAL GOVERNMENT - WELFARE ACT. (37)

At its meeting held on April 17, 1991, North York City Council gave consideration to the question of possible changes to the Provincial Welfare Act, as recommended by a Committee chaired by Allan Moscovitch, Associate Professor at Carleton University.

Council's action with respect to this matter is attached in the form of Resolution No. 91-18. You will note that the City of North York has opposed the liberal changes to the Provincial Welfare Act as proposed, and urges the Premier of Ontario and the Minister of Community and Social Services to reject the report.

Yours truly,



Denis Kelly,
City Clerk

AB:db
Encl.

C I T Y O F N O R T H Y O R K

April 17, 1991

R E S O L U T I O N

91-18

Summers - Sgro WHEREAS Community and Social Services Minister Zanana Akande is considering changes to the Provincial Welfare Act, as recommended by an eleven member Committee chaired by Allan Moscovitch, Associate Professor at Carleton University;

AND WHEREAS these recommendations, if adopted, would destroy any accountability that recipients have to provide;

AND WHEREAS it would permit an incentive for people to try to avoid being gainfully employed;

AND WHEREAS the City of North York shares the cost of operating The Municipality of Metropolitan Toronto Government, which shares the cost of Provincial welfare programs;

AND WHEREAS the adoption of these recommendations would have grave economic effects on the taxpayers of the City of North York, The Municipality of Metropolitan Toronto and the Province of Ontario;

THEREFORE BE IT RESOLVED that the City of North York go on record as opposing the liberal changes recommended in this report, and urging Premier Bob Rae and the Minister of Community and Social Services to reject this report;

AND BE IT FURTHER RESOLVED that this motion be sent to the Association of Municipalities of Ontario and all cities over 50,000 in the Province of Ontario for their endorsement.

C A R R I E D

ABSENT: Nil



CITY CLERK

MAYOR

C I T Y O F N O R T H Y O R K

April 17, 1991

R E S O L U T I O N

91-18

Summers - Sgro WHEREAS Community and Social Services Minister Zanana Akande is considering changes to the Provincial Welfare Act, as recommended by an eleven member Committee chaired by Allan Moscovitch, Associate Professor at Carleton University;

AND WHEREAS these recommendations, if adopted, would destroy any accountability that recipients have to provide;

AND WHEREAS it would permit an incentive for people to try to avoid being gainfully employed;

AND WHEREAS the City of North York shares the cost of operating The Municipality of Metropolitan Toronto Government, which shares the cost of Provincial welfare programs;

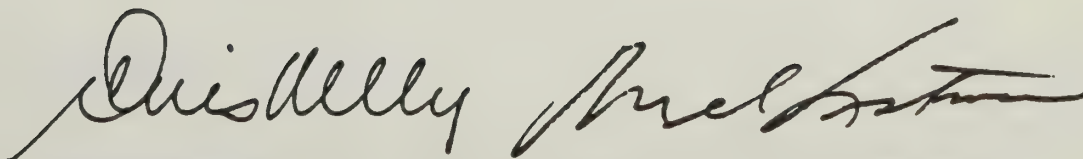
AND WHEREAS the adoption of these recommendations would have grave economic effects on the taxpayers of the City of North York, The Municipality of Metropolitan Toronto and the Province of Ontario;

THEREFORE BE IT RESOLVED that the City of North York go on record as opposing the liberal changes recommended in this report, and urging Premier Bob Rae and the Minister of Community and Social Services to reject this report;

AND BE IT FURTHER RESOLVED that this motion be sent to the Association of Municipalities of Ontario and all cities over 50,000 in the Province of Ontario for their endorsement.

C A R R I E D

ABSENT: Nil



CITY CLERK

MAYOR

URBAN/MUNICIPAL

CA4 ON HBL A05

C51 F31 1991

CITY CLERK

J.J. SCHATZ
DEPUTY CITY CLERK



THE CORPORATION OF THE CITY OF HAMILTON
OFFICE OF THE CITY CLERK

Mrs. J. McAnanama
C.E.O.
Hamilton Public Library

L8N 3T4

TEL: 546-2700
FAX: 546-2095

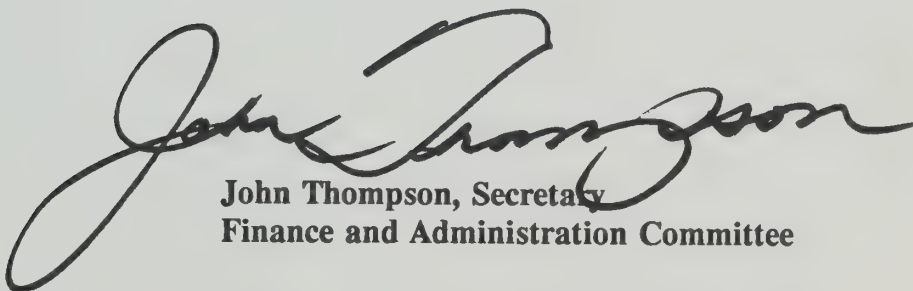
1991 June 28

URBAN MUNIC

NOTICE OF SPECIAL MEETING GOVERNMENT DOCUMENTS

FINANCE AND ADMINISTRATION COMMITTEE

**Tuesday, 1991 July 2
11:00 o'clock a.m.
Room 233, City Hall**



**John Thompson, Secretary
Finance and Administration Committee**

AGENDA

1. COMMISSIONER OF HUMAN RESOURCES

**Appointments To and Terminations From Permanent Positions
with the Corporation of the City of Hamilton**

2. OTHER BUSINESS

3. ADJOURNMENT

NOTE: All Members of City Council are invited to this special meeting.

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1991 June 28

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Appointments To and Terminations From Permanent
Positions with the Corporation of the City of
Hamilton.

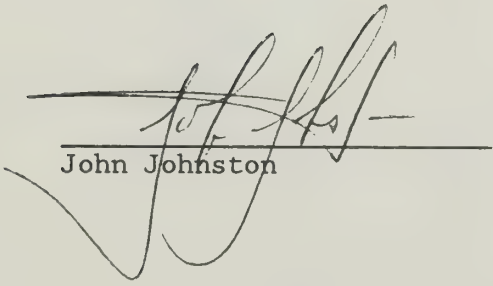
RECOMMENDATION:

That the attached listing of Appointments To and Terminations From
Permanent positions with the Corporation to June 28, 1991, be
approved.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:



John Johnston

THE CORPORATION OF THE CITY OF HAMILTON

TERMINATIONS FROM PERMANENT POSITIONS

<u>NAME</u>	<u>CLASSIFICATION</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>LENGTH OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Mr. Keith Avery	City Clerk	City Clerk's	Retired	41 years, 6 months	31/12/91
Mr. Edward Matthews	City Treasurer	Treasury	Retired 31/03/92	18 years, 9 months	31/12/91
Mr. Lou Sage	Chief Administrative Officer	C.A.O.	Retired	10 years, 11 months	31/12/91

URBAN MUNICIPAL

CA4 ON HBL A05

C51F31

1991

CITY CLERK

J.J. SCHATZ
DEPUTY CITY CLERK



THE CORPORATION OF THE CITY OF HAMILTON
OFFICE OF THE CITY CLERK

CITY HALL
HAMILTON, ONTARIO
L8N 3T4

TEL: 546-2700
FAX: 546-2095

NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE

Thursday, 1991 July 25

9:30 o'clock a.m.

Room 233, City Hall



John Thompson
Secretary

Note: Lunch will be provided at 12:30 p.m.

A G E N D A

9:30
a.m.

1. **CONSENT AGENDA**

2. **RELEASE OF HELIUM BALLOONS IN THE CITY**

Alderman W. McCulloch

3. **HAMILTON MUNDIALIZATION COMMITTEE**

Guidelines for Future Hamilton Twin City Relationships

4. **LIFTING FROM TABLE**
BY-LAW RESPECTING BILL POSTERS AND BILL
DISTRIBUTORS

10:00
a.m.

5. **DISCRIMINATION AND HARASSMENT IN THE WORKPLACE**

Training Module/Video - Commissioner of Human Resources

6. HAMILTON PUBLIC LIBRARY - PAY EQUITY

- (a) Commissioner of Human Resources
- (b) Chairperson, Hamilton Public Library Board

10:30
a.m.

7. DIRECTOR OF PROPERTY

New Carpet City Hall - Lobby Staircase and Council Chamber

8. RESOLUTIONS REFERRED FROM CITY COUNCIL

- (a) City of Toronto - Removing Oath of Allegiance
- (b) City of Cambridge - Ontario Labour Relations Act Reform

9. CORRESPONDENCE REFERRED FROM MAYOR'S OFFICE

- (a) McMaster University - Request for Joint Sponsorship of a "Neighbours Handbook"
- (b) City of Peterborough - Request for Donation Towards a Two Tier Property Tax Study

10. POLICIES AND PROCEDURES OF OTHER MUNICIPALITIES RELATING TO CIVIC AWARDS

11:00
a.m.

BREAK

11. DELEGATIONS

- (a) Applicants for Citizen Appointment to the Hamilton Status of Women Sub-Committee:

11:05	Elaine Couto
11:10	Marge Geroux
11:15	Schellie Maybee
11:20	Jacqueline Munro
11:25	Jillian Rumble
11:30	Carole-Marie Zoghaib
11:35	Majorie Brown

- 11:40
a.m. (b) Status of Women Sub-Committee -
Establishment of a Policy Respecting the Non-Use of Sexist
Language
- 11:50
a.m. (c) The New Hamilton Weekly -
Request for Consideration to be Included in the City's
Advertising Plans
- 12:00
noon (d) Ontario Provincial and National Karate Championships -
Convention/Reception Grant Appeal
- 12:10
p.m. (e) Ammendolia Real Estate Ltd. -
Request for Exemption from Development Charges (Staff
Report to Follow)

12. IN-CAMERA AGENDA

13. OTHER BUSINESS

14. ADJOURNMENT

OUTSTANDING ITEMS

FINANCE & ADMINISTRATION COMMITTEE

1. Consider establishing a limit on the number of conferences the same person can attend in any given year - Budget Meeting 1990 Feb. 23 (pending)
2. (a) Policy to exempt Parking Authority from realty and business tax -Budget Meeting 1990 Feb. 23 and Regular Meeting 1990 Mar. 22 (Presently under review by Treasurer)
(b) Examine feasibility of directing the net revenue from parking fines into the Reserve Account - 1990 Mar. 22 (Presently under review by Treasurer)
3. Policy for apportioning costs of C.U.P. to users - Budget Meeting 1990 Feb. 23 (review pending)
4. Review need for Architectural Division - Budget Meeting 1990 Feb. 23 Tabled pending completion of Comprehensive Audit.
5. Special Sub-Committee - Street Vendors Program - established to examine all aspects of the Program and report back to Finance and Administration Committee. Report and recommendations pending.
6. Review licence fee and approval process for Transient Traders - Report pending from Manager of Licensing.
7. Hamilton Public Library Board - User Pay Policy and Regionalization of Hamilton Library Services (1990 Aug. 23) - Report pending from Library Board.
8. Council Agenda Line (1990 Aug. 23) - Report pending from Manager of Property Maintenance and Manager of Purchasing.
9. Hess Street Village Mall - Relief from outstanding Local Improvement Charges (1990 Sept. 20) - Reports pending from Solicitor and Treasurer.
10. User fees - Provincial authority to change maximum amounts (1991 Feb. 7) - Treasurer
11. Review Structure and Composition of Taxi Advisory Committee (1991 March 7) - Tabled pending report on Livery Licences.
12. Review Concerns of Mr. J. Zipilli re Flea Market By-law 87-234 (1991 April) - Tabled pending report from Manager of Licence Division.

FINANCE AND ADMINISTRATION COMMITTEE

1991 JULY 25

C O N S E N T A G E N D A

A. ADOPTION OF THE MINUTES

- (i) Special Meeting held Monday, 1991 June 17
- (ii) Regular Meeting held Thursday, 1991 June 20
- (iii) Special Meeting held Tuesday, 1991 June 25
- (iv) Special Meeting held Tuesday, 1991 July 02

B. MANAGER OF PURCHASING

- (i) Purchase of One (1) Vacuum Catchbasin Cleaner Body Assembly, Fleet Services
- (ii) Replacement of Five (5) Two-Way Dump Sanders with Ploughs, Units #9201/9660/47/75/78, and Purchase of One (1) New Unit, Fleet Services
- (iii) Replacement of Eleven (11) Compact Size Passenger Vehicles, Units #1301/3/7/13/2/6/46/71/421/2/54, City Garage
- (iv) Replacement of Six (6) Mid Size Passenger Vehicles, Units #1323/4/40/50/1/1423, City Garage

C. CITY CLERK

- (i) Arthritis Society of Hamilton - Use of City Hall Facilities
- (ii) Wilfred Laurier University Alumni Association - Use of Council Chamber
- (iii) Big Brother Association - Use of City Hall Parking Lot
- (iv) Hamilton Board of Education - Use of Meeting Rooms
- (v) Hamilton and District Labour Council C.L.C. - Permission to Erect Reviewing Stand re Labour Day Parade
- (vi) Hamilton Black Ribbon Day Committee - Use of City Hall Facilities

- (vii) Cardinal Newman Express Soccer Team - Civic Awards
- (viii) Commonwealth Pharmaceutical Association Conference - Issuance of a Special Occasion Permit

D. TREASURER

- (i) Financing Additional Repair to Fire Department Pumper #11, Vehicle #1662
- (ii) Financing Supplementary Road and Sidewalk Reconstruction Programme
- (iii) Status of General Contingency Balance as of July 12, 1991 (Current Budget Only)
- (iv) Status of Unclassified Revenue and Expenditures as at June 30, 1991
- (v) Status of Hosting, Receptions and Related Accounts
- (vi) Summary of Revenues and Expenditures for the Six Months Ended June 30, 1991 Compared with Budget
- (vii) Status of Capital Projects

E. DIRECTOR OF PROPERTY

- (i) Authority to Enter City Lands by the Region - South/East Corner of Limeridge and Upper Ottawa Street (No. 5 Fire Station)
- (ii) Termination of Lease - Winco Steak N' Burger, Main Street West and Cootes Drive

F. COMMISSIONER OF HUMAN RESOURCES

- (i) Employee Assistance Program - Off-Site Resources Inc.
- (ii) Restructuring - Plan Examination Division of the Building Department
- (iii) Salary Classification - Senior Systems Analyst, Information Systems Department
- (iv) C.U.P.E. Local 167 Joint Job Evaluation - Amendment to Procedures Manual

- (v) Contract Settlement - Marble Setters, Tile Setters & Terrazzo Workers, Local No. 16, Ontario
- (vi) Appointments to and Terminations from Permanent Positions with the Corporation of the City of Hamilton

G. TAXI ADVISORY COMMITTEE

Residential Identification

H. TOW TRUCK SUB-COMMITTEE

Circulation of Draft Tow Truck By-law

I. CORRESPONDENCE RECEIVED

SPECIAL MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE

Monday, 1991 June 17
 3:00 o'clock p.m.
 Room 219, City Hall

There were present: Alderman B. Hinkley, Chairman
 Alderman T. Cooke
 Alderman G. Copps
 Alderman D. Agostino
 Alderman T. Jackson
 Alderman J. Gallagher

Absent: Mayor R. Morrow - City Business
 Alderman V. Agro - City Business
 Alderman D. Ross - Another Commitment

Also present: Ms. Sheila Copps, M.P.
 Mr. Stan Keyes, M.P.
 Mr. Jim Peterson, Chairman, Federal Liberal Task Force on
 Deindustrialization and Economic Renewal in Ontario
 Alderman M. Kiss
 Alderman D. Drury
 Alderman V. Formosi
 Mr. L. Sage, Chief Administrative Officer
 Mr. A. Georgieff, Director of Local Planning
 Mr. P. Hooker, Law Department
 Mr. J. Thompson, Secretary

The purpose of this meeting was to meet with the local opposition MPs to discuss issues of Federal/Municipal concern related to the Hamilton Harbour.

In his opening comments the Chairman thanked the local Liberal MPs for agreeing to meet with the Finance and Administration Committee to discuss issues related to the Hamilton Harbour.

The Liberal MPs and Committee Members were given a brief history of the Hamilton Harbour by the Chairman. He explained that the 1912 legislation that created the Hamilton Harbour Commissioners was established to develop the harbour for shipping and navigation. He stated that no major amendments had been made to the legislation since its enactment. However, in the early 1960s weaknesses in the Act were recognized as a result of environmental concerns and diminishing public access to the harbour front. Since then there has been a long history of disagreement, lack of co-operation, court battles, misunderstanding, and frustration.

In 1988 City Council established a single purpose Community Task Force to review the mandate and structure of the Hamilton Harbour Commissioners and the Hamilton Harbour Commissioners Act as well as other jurisdictions to determine if they are best suited to meet the community needs and directions for the future development and control over the operations of the Hamilton Harbour. The Hamilton Harbour Commissioners formally declined to appoint a representative to sit on the Task Force and participate in the development of recommendations.

The recommendations in the Task Force Report were unanimously adopted by the Standing Committees and City Council, which included a recommendation that City Council petition the Federal Government to amend the Hamilton Harbour Commissioners Act to provide that three members be appointed by the Federal Government and two members by the Hamilton City Council.

Ms. Copps, M.P., addressed the Committee and enquired as to what are the tangible problems with the current composition of the Hamilton Harbour Commissioners, and what is causing them. She also questioned how the Hamilton Harbour Commissioners would function better with five members.

In response to Ms. Copps, Alderman Hinkley stated that at the moment there is no public consultation in the decisions made by the Hamilton Harbour Commissioners.

Alderman Gallagher commented that an increase in the composition of the Hamilton Harbour Commissioners would be a step in the right direction in terms of co-operation and dialogue.

Ms. Copps, M.P., commented that the Committee might wish to consider equal representation with the fifth member to be mutually agreed upon.

Alderman Drury commented that the Hamilton Harbour Commission should be an integral component in attracting business from the Orient.

Ms. Copps, M.P., said that additional information and research is required to substantiate a five member Commission. The Committee must determine what specific constructive steps should be taken for long term answers and solutions.

Mr. Keyes, M.P., addressed the Committee and suggested that possibly the Federal Government does not want to relinquish any control or hold on the Hamilton Harbour Commission. He also suggested that there is an attitude problem on the part of the Federal Government MPs toward Hamilton City Council.

Alderman Copps stated that one of the main concerns outlined in the Remedial Action Plan Implementation Strategy was providing more access to the Harbour area for the general public. The major commitment of the U.S.A. and Canada through the International Joint Commission is to clean up the environment.

With respect to the Remedial Action Plan, Ms. Copps, M.P., questioned whether 50 percent of the harbour revenue could be dedicated to cleaning up the environment. In this regard Alderman Cooke commented the City should focus its strategy on the surplus profits of the Hamilton Harbour Commission, such that a portion is dedicated to the International Joint Commission environment clean-up program.

Mr. Jim Peterson questioned whether the Federal Government would be accepting an environmental disaster in the harbour if they accepted City Council's recommendation to utilize 50 percent of the surplus profits of the Commission for environmental clean-up.

Ms. Copps, M.P., stated that she intends to release a series of policy statements regarding the infrastructure of the City of Hamilton including the Hamilton Harbour and the airport facilities.

The meeting then adjourned.

Taken as read and approved,

**ALDERMAN B. HINKLEY, CHAIRMAN
FINANCE AND ADMINISTRATION COMMITTEE**

**John Thompson, Secretary
Finance and Administration Committee**

Thursday, 1991 June 20
9:30 o'clock a.m.
Room 233, City Hall

The Finance and Administration Committee met.

There were present: Alderman B. Hinkley, Chairman
Alderman D. Ross, Vice-Chairman
Alderman T. Cooke
Alderman V. Agro
Alderman G. Copps
Alderman D. Agostino
Alderman T. Jackson
Alderman J. Gallagher

Absent: Mayor R. Morrow - City Business

Also present: Mr. L. Sage, Chief Administrative Officer
Mr. R. Hammel, Acting Treasurer
Mr. J. Johnston, Commissioner of Human Resources
Mrs. D. Jones, Manager of Personnel Services
Ms. P. Noé Johnson, City Solicitor
Mr. D. Vyce, Director of Property
Mr. P. Baker, General Manager, Parking Authority
Mr. S. Dembe, Manager, Licence Division
Mr. L. Staley, Smoking Control Officer
Mr. J. Thompson, Secretary

Alderman Ross assumed the Chair as Acting Chairman in the temporary absence of Alderman Hinkley.

CONSENT AGENDA

A. MINUTES

The minutes of the regular meeting of the Finance and Administration Committee held 1991 May 23 and the minutes of the special joint meeting of the Finance and Administration Committee and the Parks and Recreation Committee held 1991 May 28 were received and adopted.

B. MANAGER OF PURCHASING

(i) REPLACEMENT OF FOUR 1/2 TON PICKUP TRUCKS, UNITS #9329/24/50/53, AND THE PURCHASE OF ONE NEW UNIT, FLEET SERVICES

As outlined in a report of the Manager of Purchasing dated 1991 June 6, the Committee agreed to submit the following recommendation to City Council for approval:

That a purchase order be issued to Carter G.M. Trucks, Hamilton, in the amount of \$82,104.25, including all taxes, to replace four (4) 1/2 ton pickup trucks Units #9329/24/50/53 and the purchase of one (1) new unit, being the lowest of four tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account #CH5X503 00101 (\$65,494.80) and Operating Equipment Account #CH58005 60408 (\$16,609.45).

(ii) REPLACEMENT OF TWO (2) TRUCKS, UNITS #9324, 9352, FLEET SERVICES

As outlined in a report of the Manager of Purchasing dated 1991 June 5, the Committee agreed to submit the following recommendation to City Council for approval:

That a purchase order be issued to Carter G.M. Trucks, Hamilton, in the amount of \$52,702.20, including all taxes, to replace two (2) trucks Units #9234, 9352, being the lowest of four tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account #CH5X503 00101.

(iii) REPLACEMENT OF TWO (2) STAKE DUMP TRUCKS, UNITS #9217, 9337, FLEET SERVICES

As outlined in a report of the Manager of Purchasing dated 1991 June 6, the Committee agreed to submit the following recommendation to City Council for approval:

That a purchase order be issued to Carter G.M. Trucks, Hamilton, in the amount of \$53,070.20, including all taxes, to replace two (2) stake dump trucks Units #9217, 9337, being the lowest of four tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account #CH5X503 00101.

(iv) REPLACEMENT OF FOUR (4) TRUCKS, UNITS #9212/31/2/9669, AND THE PURCHASE OF ONE (1) NEW TRUCK, FLEET SERVICES

As outlined in a report of the Manager of Purchasing dated 1991 June 6, the Committee agreed to submit the following recommendation to City Council for approval:

That a purchase order be issued to Carter G.M. Trucks, Hamilton, in the amount of \$130,640, including all taxes, to replace four (4) trucks Units #9212/31/2/9669 and the purchase of one (1) new unit, being the lowest acceptable of three tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account #CH5X503 00101.

(v) REPLACEMENT OF ONE (1) 33,000 LB. CAB AND CHASSIS COMPLETE WITH PLATFORM, UNIT #9006, FLEET SERVICES

As outlined in a report of the Manager of Purchasing dated 1991 June 7, the Committee agreed to submit the following recommendation to City Council for approval:

That a purchase order be issued to King Equipment Mfg. Corp., Cambridge, in the amount of \$61,864.51 including all taxes, to replace one (1) 33,000 lb. cab and chassis complete with platform, to replace unit #9006, being the lowest acceptable of four tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed through Reserve for Replacement of Mobile Equipment Account #CH5X503 00101.

(vi) REPLACEMENT OF ONE (1) 35,000 LB. CAB AND CHASSIS COMPLETE WITH HYDRAULIC PUMP AND PLATFORM, UNIT #9226, FLEET SERVICES

As outlined in a report of the Manager of Purchasing dated 1991 June 7, the Committee agreed to submit the following recommendation to City Council for approval:

That a purchase order be issued to King Equipment Mfg. Corp., Cambridge, in the amount of \$74,664.04 including all taxes, to replace one (1) 35,000 lb. cab and chassis complete with hydraulic pump and platform, to replace unit #9226, being the lowest acceptable of six tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed through Reserve for Replacement of Mobile Equipment Account #CH5X503 00101.

(vii) SUPPLY AND MAINTENANCE OF TIRES, CITY GARAGE

As outlined in a report of the Manager of Purchasing dated 1991 June 12, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That a purchase order be issued to General Tire Canada, Hamilton, being the lowest acceptable of five tenders received for the supply and servicing of tires during 1991, for an estimated cost of \$66 560, with an option in favour of the City to renew for an additional three one year term at the unit prices stated, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed through various approved accounts.
- (b) That a contract be entered into for the servicing of tires satisfactory to the City Solicitor.

(viii) REPLACEMENT OF TWO (2) TRACTORS COMPLETE WITH CABS AND PLOWS, UNITS #9473/9, FLEET SERVICES

As outlined in a report of the Manager of Purchasing dated 1991 June 6, the Committee agreed to submit the following recommendation to City Council for approval:

That a purchase order be issued to Bryan's Farm & Industrial, Puslinch, in the amount of \$62,606, including all taxes, to replace two (2) Tractors complete with cabs and plows, Units #9473/9, being the only tender received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account #CH5X503 00101.

(ix) REPLACEMENT OF THREE (3) TRACTORS WITH ROLL BARS, UNITS #9414/5/95, FLEET SERVICES

As outlined in a report of the Manager of Purchasing dated 1991 June 6, the Committee agreed to submit the following recommendation to City Council for approval:

That a purchase order be issued to Bryan's Farm & Industrial, Puslinch, in the amount of \$62,859, including all taxes, to replace three (3) Tractors with roll bars Units #9414/5/95, being the only tender received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account #CH5X503 00101.

(x) **REPLACEMENT OF THREE (3) 4WD HYDROSTATIC TRACTORS UNITS #9508/24/20, FLEET SERVICES**

As outlined in a report of the Manager of Purchasing dated 1991 June 6, the Committee agreed to submit the following recommendation to City Council for approval:

That a purchase order be issued to Bryan's Farm & Industrial, Puslinch, in the amount of \$73,034, including all taxes, to replace three (3) 4WD Hydrostatic Tractors Units #9508/24/20, being the lowest of two tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account #CH5X503 00101.

(xi) **REPLACEMENT OF TWO (2) MOBILE FLEET SWEEPERS, UNITS #9564/59, FLEET SERVICES**

As outlined in a report of the Manager of Purchasing dated 1991 June 12, the Committee agreed to submit the following recommendation to City Council for approval:

That a purchase order be issued to G.C. Duke Equipment Ltd., Burlington, in the amount of \$254 586, including all applicable taxes and trade-ins, to replace two (2) Mobile Street Sweepers, Units #9564/59, Fleet Services, being the lowest acceptable tender of four received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed through Reserve for Replacement of Mobile Equipment Account No. CH5X503 00101 (\$140 793) and Capital Funds Account No. CF5500 609151006 (\$113 793).

(xii) **REROOF DUNDURN CASTLE**

As outlined in a report of the Manager of Purchasing dated 1991 June 12, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That a purchase order be issued to Schreiber Brothers Limited, Hamilton, in the amount of \$237 570, including all taxes and a contingency allowance of \$52 000, being the lowest of three tenders received, to reroof Dundurn Castle in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed through Major Maintenance Account No. CF5255 318941003.

(b) That a contract be entered into satisfactory to the City Solicitor.

C. CITY CLERK**(i) TORCH RUN CEREMONY AND RECEPTION - 1991 ONTARIO GAMES FOR THE PHYSICALLY DISABLED**

As outlined in a report of the City Clerk dated 1991 June 3, the Committee agreed to submit the following recommendation to City Council for approval:

That approval be given to the action taken by the Finance and Administration Committee in authorizing the Ontario Games for the Physically Disabled Committee to use City Hall facilities on Thursday, 1991 June 20 during the 1991 Ontario Games for the Physically Disabled.

(ii) BIG BROTHER ASSOCIATION - USE OF CITY HALL FORECOURT

As outlined in a report of the City Clerk dated 1991 May 21, the Committee agreed to submit the following recommendation to City Council for approval:

That permission be granted to the Big Brother Association of Burlington and Hamilton-Wentworth Inc. to use the City Hall forecourt on Friday, 1991 September 06 from 11:30 a.m. to 1:00 p.m. for a media event during Big Brother Month.

(iii) C.L.C. FLAG

As outlined in a report of the City Clerk dated 1991 May 17, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the request of the Hamilton and District Labour Council C.L.C. to fly the C.L.C. flag at City Hall from Friday, 1991 August 30 - Friday, 1990 September 06 be approved.
- (b) That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.

(iv) FLY THE FLAG FOR CANADA COMMITTEE PRESS CONFERENCE

As outlined in a report of the City Clerk dated 1991 June 3, the Committee agreed to submit the following recommendation to City Council for approval:

That approval be given to the action taken by the Finance and Administration Committee in granting permission to the Fly the Flag for Canada Committee to use the second floor lobby and related equipment on Tuesday, 1991 June 18 at 9:30 a.m. for a Press Conference and official launching of the Fly the Flag for Canada campaign.

(v) ARTS AND THE CITIES - USE OF COUNCIL CHAMBERS

As outlined in a report of the City Clerk dated 1991 June 3, the Committee agreed to submit the following recommendation to City Council for approval:

That approval be given to the action taken by the Finance and Administration Committee in authorizing the National Arts Organization ARTS AND THE CITIES to use the Council Chambers on Saturday, 1991 June 15 from 9:00 a.m. - 6:00 p.m. and Sunday, June 16 from 9:00 a.m. - 12:30 p.m. for their Annual General Meeting.

(vi) USE OF COUNCIL CHAMBERS - AMNESTY INTERNATIONAL HAMILTON GROUP

As outlined in a report of the City Clerk dated 1991 May 21, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That permission be granted to Amnesty International Hamilton Group 1 to use the Council Chamber on Tuesday, 1991 December 10 from 9:00 a.m. to 5:00 p.m. for a Proclamation Ceremony to celebrate Human Rights Day.
- (b) That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.

(vii) USE OF COUNCIL CHAMBERS AND MEETING ROOMS - CHILD SEXUAL ABUSE PUBLIC AWARENESS FORUM

As outlined in a report of the City Clerk dated 1991 June 3, the Committee agreed to submit the following recommendation to City Council for approval:

That approval be given to the action taken by the Finance and Administration Committee in granting permission to the Hamilton Status of Women Sub-Committee to use the City Council Chambers and the three City Hall Meeting Rooms to hold a Child Sexual Abuse Public Awareness Forum on Saturday, 1991 June 22.

(viii) USE OF CITY HALL FORECOURT - CANUSA GAMES CLOSING CEREMONIES

As outlined in a report of the City Clerk dated 1991 June 10, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That permission be granted to the Canusa Games Board of Directors to use the City Hall forecourt and sound system on Sunday, 1991 August 11 from 8:00 o'clock a.m. to 12:00 o'clock noon for the purpose of holding the Canusa Games Closing Ceremonies.
- (b) That the first floor washrooms be open to the Canusa Games competitors.

(ix) ST. MARY'S PORTUGUESE PARISH FESTIVALS

As outlined in a report of the City Clerk dated 1991 June 12, the Committee agreed to submit the following recommendation to City Council for approval:

That the Council of the Corporation of the City of Hamilton deem the annual festivals of the St. Mary's Portuguese Parish to be held on 1991 June 29 and 30 (St. Peter); 1991 August 9, 10 and 11 (Our Lady of the Angels-Patron Saint) and 1991 August 30 and September 1 (Santa Cecilia Feast) to be events of municipal significance and has no objection to issuance of Special Occasion Permits for these festivals.

(x) CIVIC AWARDS - HAMILTON MINOR HOCKEY COUNCIL

As outlined in a report of the City Clerk dated 1991 June 10, the Committee agreed to submit the following recommendation to City Council for approval:

That civic silver pins be awarded to the following members of the Hamilton Minor Hockey Council "AAA" Midget Team for winning the 1990-91 Longshoremen's Hockey Club Provincial Championship:

Angelo Amore	Mike Massis
David Aussem	Chris McMurtry
Jon Baker	Pat Richardson
Chris Beattie	Jason Stewart
Mike Bodnaruk	Paul Talbot
Dru Burgess	Sam Oliveira
Colby Constant	Chris Galeazza
Shayne Fritz	Charlie Lawson
Gary Gosse	Mel Boyd, Head Coach
Brent Holdsworth	Gavin Ballie, Assistant Coach
Mike Kydd	Murray Cameron, Assistant Coach
Cheyne Lazar	

(xi) CIVIC AWARD - CANADIAN GYMNASTICS FEDERATION

As outlined in a report of the City Clerk dated 1991 June 13, the Committee agreed to submit the following recommendation to City Council for approval:

That a civic gold ring be awarded to Theresa Wolf for winning the Canadian Junior Women Gymnastics Championship held in Saskatoon, Saskatchewan from 1991 May 16 - 19.

(xii) 1990 ASSESSMENT ROLL CORRECTION

As outlined in a report of the City Clerk dated 1991 June 7, the Committee agreed to submit the following recommendation to City Council for approval:

That, as provided for in Section 123(1) of the Education Act, dealing with the correction of a clerical error in respect of school support, the taxes for the municipal property known as 73 Main Street East in the City of Hamilton, be directed to the Separate School Board.

D. TREASURER

(i) FINANCING 1991 SERVICING EXPENDITURES RELATED TO DEVELOPMENT AGREEMENT APPLICATION NO. DA-90-78 -

As outlined in a report of the Acting Treasurer dated 1991 June 11, the Committee agreed to submit the following recommendation to City Council for approval:

That, as referred to in Section 16 of the NINTH Report of the Transport and Environment Committee, the City's share of services to be installed in Rymal Square Estates Subdivision in the gross amount of \$107,016.43 for DA-90-78 be financed from the Reserve for City's Share of Services Through Unsubdivided Lands.

(ii) **FINANCING 1991 SERVICING EXPENDITURES RELATED TO SUB-DIVISIONS**

As outlined in a report of the Acting Treasurer dated 1991 June 12, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That, as referred to in Section 17 of the NINTH Report of the Transport and Environment Committee, the City's share of services to be installed in the following subdivisions in the gross amount of \$69,932.63 be financed from the Reserve for City's Share of Services Through Unsubdivided Lands:

Abbey Hill Farm - Phase 2	\$41,126.28
Bar-Brock Estates - Phase 3	Nil
Crerar Place	\$15,135.00
Edan Heights - Phase 1	Nil
South Hill - Phase 2	<u>\$13,671.35</u>
	<u>\$69,932.63</u>
	=====

- (b) That the City's share of services to be installed on Upper Wellington Street under a Modified Subdivision Agreement for land severance application H-150-88 (Wellington Chase Inc.) in the additional gross amount of \$5,150.00 be financed from the Reserve for City's Share of Services Through Unsubdivided Lands.

E. DIRECTOR OF PROPERTY(i) **SALE OF CITY OWNED LAND SOUTH OF AINSLIE AVENUE BETWEEN HILLVIEW STREET AND EMERSON**

As outlined in a report of the Director of Property dated 1991 June 12, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That an Offer to Purchase executed by George Markham and Barbara Markham on 1991 June 11 and scheduled for closing on or before 1991 September 18 for the purchase of the City owned land south of Ainslie Avenue between Hillview Street and Emerson Street, being a strip of land lying immediately to the south of Lot 17, Registered Plan 511 "Bamberger Survey", having a frontage along the westerly limit of Emerson Street of 20 feet (6.096 metres), more or less, containing an area of 2,739.59 square feet (254.5 square metres), more or less, be approved and completed.
- (b) That the proceeds from the purchase price in the amount of \$8,500. be credited to Account No. CH 4X501 00102 (Reserve for Property Purchases).

(ii) **PURCHASE OF CITY OWNED LANDS/LEASE OF CITY OWNED LANDS BY THE MINISTRY OF TRANSPORTATION RE RECONSTRUCTION OF THE Q.E.W.**

As outlined in a report of the Director of Property dated 1991 June 12, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the City of Hamilton convey Part 2, 62R-11731 (formerly part of Warrington Avenue), which is an irregular shaped parcel comprising an area of .05036 acres to Her Majesty The Queen in Right of Ontario, as represented by The Ministry of Transportation for the sum of \$6,296.00.
- (b) That the City of Hamilton lease Part 1, 62R-11711 and Part 6, 62R-11731, lands located south of the South Service Road to Her Majesty The Queen in Right of Ontario, as represented by The Ministry of Transportation, said lease to be for a two (2) year period commencing 1992 March 21 for a one (1) time rental fee of \$6,557.00.
- (c) That subject to the approval of Items (a) and (b) by City Council, the City of Hamilton hereby grant Her Majesty The Queen in Right of Ontario, as represented by The Ministry of Transportation, its servants or agents, the Authority to Enter (permission to construct) upon the aforesaid subject lands for the purposes of the reconstruction of the Q.E.W. with this permission to take effect the day following City Council approval of these recommendations.
- (d) That the Mayor and City Clerk be authorized to execute the necessary agreements in a form satisfactory to the City Solicitor.

(iii) USE OF "UNUSED" PORTION OF MUNICIPAL CARPARK ADJACENT TO DON CHERRY'S GRAPEVINE

As outlined in a report of the Director of Property dated 1991 June 3, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the City of Hamilton enter into a Lease Agreement with "Major League Sports Bar Ltd." trading as "Don Cherry's Grapevine" for the purpose of establishing an outdoor patio restaurant situated on the south/west corner of the unused portion of the Main Street and Ferguson Avenue Municipal Carpark. The aforesaid leased area comprises approximately 716 square feet and the rental is \$833.00 for a period commencing 1991 June 26 and terminating on 1991 September 30. It is understood and agreed that the patio will include a 4 foot access from the patio area running across the last two (2) parking stalls towards the front of the building at 157 Main Street East.
- (b) That the Lease Agreement contain the following provisions:
 - (i) That the Lessee shall provide the City with liability insurance to the extent of \$2,000,000.00.
 - (ii) That the patio structure to be placed on this unused portion of the parking lot be constructed to the satisfaction of the General Manager of The Parking Authority.
 - (iii) That the Lessee be responsible for any business taxes as a result of the use of the patio restaurant.
- (c) That the Mayor and City Clerk be authorized to execute a Lease Agreement in a form satisfactory to the City Solicitor.

(iv) APPRAISAL INSTITUTE OF CANADA CONFERENCE

The Committee received a report from the Director of Property dated 1991 May 31 respecting the Annual National Conference of The Appraisal Institute of Canada, which was held in Saint John, New Brunswick from May 22-25, 1991, and which Mr. Vyce attended.

F. COMMISSIONER OF HUMAN RESOURCES

(i) POSITION CLASSIFICATION - PROPERTY DEPARTMENT

As outlined in a report of the Commissioner of Human Resources dated 1991 June 11, the Committee agreed to submit the following recommendation to City Council for approval:

- (a) That effective 1991 June 1, the reclassifications of positions transferred from the Central Utilities Plant to the Property Department, be approved as follows:

Maintenance Co-ordinator	"L"	\$41,413. - \$48,767. - July 1991 Rate
Maintenance Supervisor	"L"	\$41,413. - \$48,767. - July 1991 Rate
Chief Operations Engineer	"K"	\$45,154. - \$53,153. - July 1991 Rate

- (b) That the classification of the newly created administrative position, approved by City Council on 1991 May 28, also be approved as follows:

Manager of Administration	"K"	\$45,154. - \$53,153. - July 1991 Rate
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(ii) BRICKLAYERS' & MASONS' UNION NO. 1, ONTARIO

As outlined in a report of the Commissioner of Human Resources dated 1991 June 3, the Committee agreed to submit the following recommendation to City Council for approval:

That the contract settlement of the Provincial Agreement for Ontario Bricklayers, Stonemasons and Plasterers--The International Union of Bricklayers and Allied Craftsmen and the Ontario Provincial Conference of the International Union of Bricklayers and Craftsmen and The Masonry Industry Employers Council of Ontario, Local Union No. 1, be received pursuant to the Fair Wage Policy of the City of Hamilton.

(iii) INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS LOCAL 105, HAMILTON

As outlined in a report of the Commissioner of Human Resources dated 1991 June 12, the Committee agreed to submit the following recommendation to City Council for approval:

That the contract settlement of The Electrical Trade Bargaining Agency of the Electrical Contractors Association of Ontario and The International Brotherhood of Electrical Workers and the I.B.E.W. Construction Council of Ontario representing the following affiliated Local Union 105, Hamilton, be received pursuant to the Fair Wage Policy of the City of Hamilton.

(iv) RETENTION OF HUMAN RESOURCE DEPARTMENT RECORDS BY-LAW

As outlined in a report of the Commissioner of Human Resources dated 1991 June 12, the Committee agreed to submit the following recommendation to City Council for approval:

That the City Solicitor be authorized and directed to prepare a By-law to amend By-law No. 81-217 to provide for the retention of Human Resource Department records for submission to City Council.

(v) APPOINTMENTS TO AND TERMINATIONS FROM PERMANENT POSITIONS

As outlined in a report of the Commissioner of Human Resources dated 1991 June 12, the Committee agreed to submit the following recommendation to City Council for approval:

That the Appointments To and Terminations from Permanent positions with the Corporation to 1991 June 11, attached hereto and marked Appendix "A", be approved.

G. CONFERENCE REPORT ON SYMPOSIUM ON TREE PRESERVATION

The Committee was in receipt of a report from Alderman Hinkley dated 1991 June 11 respecting a Seminar entitled "A Symposium on Tree Preservation" which was attended by Alderman Hinkley in London, Ontario on May 22, 1991.

REGULAR AGENDA

2. PARKING AUTHORITY - REQUEST FOR CONFERENCE FUNDING

Alderman Hinkley declared an interest in this Conference as his wife is working on the Conference arrangements and abstained from discussion and vote.

As outlined in a report of the General Manager of The Parking Authority, dated 1991 April 19, the Committee agreed to submit the following recommendation to City Council for approval:

That funding be approved in the amount of \$10,000. to be used to assist in defraying the costs associated with hosting the 1991 Canadian Parking Association 7th Annual Conference which will be held in the City of Hamilton from 1991 October 27 through 30, and that this expenditure be financed from Account No. CH55307 80040, Hosting of Conferences with Municipal Subject Content.

Alderman Copps was recorded as opposed.

3. CITY SOLICITOR - DELAY APPLICATION FOR SPECIAL LEGISLATION RESPECTING SMOKE ALARMS

As outlined in a report of the City Solicitor dated 1991 June 7, the Committee agreed to submit the following recommendation to City Council for approval:

That the City of Hamilton hold its application for special legislation respecting smoke alarms in abeyance for three months as the Ministry of the Solicitor General is currently drafting provincial regulations to the Fire Marshall's Act which will be wider in scope than the City's proposed draft Bill.

Direction was given that this matter be revisited in three months for further direction.

4. PLANNING AND DEVELOPMENT COMMITTEE - DISPOSITION OF FINES, MUNICIPAL PROSECUTIONS

As outlined in a report of the Secretary of the Planning and Development Committee, dated 1991 May 24, the Committee agreed to submit the following recommendation to City Council for approval:

That the Minister of Municipal Affairs be requested to introduce and secure the enactment of an amendment to the Planning Act, 1983 and the Fire Marshall's Act, to that proceeds of every fine imposed under any provision of those acts, will be paid to the Treasurer of the Municipality that prosecutes the offense, and bears the cost of such prosecution.

5. TAXI ADVISORY COMMITTEE - RESIGNATION OF CITIZEN MEMBER AND NOMINATION OF REPLACEMENT

The Committee was in receipt of a letter from Alderman Drury, Chairman of the Taxi Advisory Committee, dated 1991 June 12, advising of the resignation of Mr. Bill Romans, a citizen member of the Taxi Advisory Committee, and in which he nominated Mr. Mike Anderer to replace Mr. Romans for the remainder of his unexpired term.

In accordance with the mandate and terms of reference of the Taxi Advisory Committee, the Finance and Administration Committee approved of the appointment of Mr. Mike Anderer to the Taxi Advisory Committee who will be assuming the role of President of the Hamilton Taxi Owners' Association during the absence of Mr. Romans.

6. SMOKING IN THE WORKPLACE BY-LAW

The Committee had before it a letter from J. W. Hughes, Manager-Human Resources & Communication, Slater Steels, dated 1991 June 20, addressed to Alderman Brian Hinkley, regarding the City of Hamilton's Smoking In The Workplace By-law as it applies to "open mill" areas.

Following consideration, the Committee directed Mr. Dembe to undertake to review the By-law with the view to recommending that "open mill" areas be granted an exemption from the requirements of the By-law.

7. PERFORMANCE EXCELLENCE PROGRAMME

The Committee had before it the following reports:

- (a) Report of the Chief Administrative Officer dated 1991 June 10 regarding the status of the Performance Excellence Programme;

- (b) Report of the Chief Administrative Officer dated 1991 June 11 regarding union correspondence dated 1991 May 21 respecting the Performance Excellence Programme;
- (c) Report of the Chief Administrative Officer dated 1991 June 10 regarding a corporate policy on employee recognition;
- (d) Report of the Chief Administrative Officer dated 1991 June 10 regarding corporate substance policies.

Presidents of the various locals opposed to the Transvision and Performance Excellence Programmes were in attendance to advise the Committee that their position remains steadfast as to the abolition of the aforementioned programs.

They requested a joint meeting of the Finance and Administration Committee of the City and the Finance and Personnel Committee of the Region with a suitable date to prepare and present a brief addressing the various locals' concerns with these types of programs.

Following consideration, the Committee approved their request for a joint meeting on the understanding that the various locals prepare and present a brief in advance of the joint meeting addressing the specific concerns of the various locals with respect to the programs.

The presidents of the various locals agreed to submit the appropriate documentation on or about July 22. Upon receipt of their brief steps will be taken to schedule the joint meeting at a mutually convenient time no later than the end of August.

8. **CHIEF ADMINISTRATIVE OFFICER - 1100 LIMERIDGE ROAD EAST - REQUEST FOR REZONING**

As outlined in a report of the Chief Administrative Officer dated 1991 June 12, the Committee agreed to submit the following recommendation to City Council for approval:

That the Planning and Development Committee be requested to initiate a rezoning of the parcel of land known municipally as 1100 Limeridge Road East to permit the development of a 57 unit senior citizens low-rise apartment building.

Recorded vote. YEAS: Aldermen Ross, Cooke, Agro, Copps and Jackson.
NAYS: Aldermen Hinkley, Agostino and Gallagher.

At the request of Alderman Copps, Mr. Sage agreed to ask the Planning and Development Committee to review the priority status of the proposed Intensification Study on Townhouses. At the moment, the proposed study is not a priority within the Planning Department.

9. **DELEGATIONS**

(a) **MS. MARY JOYCE EMPENSANDO - PROPOSED MAYOR'S YOUTH ADVISORY COMMITTEE (MYAC)**

Ms. Mary Joyce Empensando and four other students of McMaster University appeared before the Committee to give a presentation on the Mayor's Youth Advisory Committee.

Ms. Empensando proceeded to explain that the MYAC is currently governed by herself and four other students of McMaster University, temporarily holding the basic five positions of an Executive Committee, as outlined in their proposed Constitution. They have been working together now for eight months planning today's presentation and future endeavours.

The Mayor's Youth Advisory Committee, which they intend to refer to as MYAC, is an organization of youths which voice their opinions and suggestions to the Mayor, and through that Office to City Council on issues that have impact on them.

Their purpose is to gain the interest of all 15,000 youths in Hamilton bringing them into general membership and other standing committees under MYAC and create a strong team.

There is a wide range of issues that might come up for discussion from substance abuse, bus fares, recreation facility access to date rape and teen pregnancy.

They asked for permission to establish such a liaison through the Mayor's Office and to use the name the Mayor's Youth Advisory Committee and finally a committee room in City Hall for the MYAC Executive to meet twice monthly in the evening.

Following discussion, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That approval be given to the establishment of the Mayor's Youth Advisory Committee (MYAC) to act as an advisory body to the Mayor pursuant to their Constitution, attached hereto and marked Appendix "B".
 - (b) That permission be granted to MYAC to use a Committee Room at City Hall for their Executive meetings twice monthly in the evening.
- (b) 74TH CANADIAN CHEMICAL CONFERENCE AND EXHIBITION - CONVENTION/RECEPTION GRANT APPEAL

The Committee was in receipt of a report of the Grants Co-ordinator dated 1991 June 14 advising that the Convention/Reception Grant Policy authorizes the Grants Review Group to process convention/reception grant applications which are complete and comply with the policy. Applying the funding formula of \$4.00 per participant to a maximum of \$1,500., the Grants Review Group, through the Grants Co-ordinator, would advise the applicant of the recommended grant amount. Should this amount be unacceptable, the applicant can appeal this recommendation to the Finance and Administration Committee.

The 74th Canadian Chemical Conference and Exhibition has applied for a \$5,000. Convention/Reception Grant to defray the costs of hosting in Hamilton the annual conference to be held 1991 June 2-6 with an anticipated 15,000 to 20,000 participants.

Based on the application, and consistent with the policy, the Grants Review Group is prepared to recommend the maximum grant of \$1,500.

Upon hearing a presentation by the applicant, and after taking the appeal under advisement, the Committee agreed to submit the following recommendation to City Council for approval:

That the appeal recommendation of a \$1,500. Convention/Reception Grant for the 74th Canadian Chemical Conference, which was held in Hamilton 1991 June 2-6, be approved and funded from the appropriate Convention/Reception Grant Account CH 5AXXX 20020.

10. ST. ANTHONY'S FEAST - REQUEST FOR ADDITIONAL FUNDING TO PURCHASE TARP

This item was withdrawn as the issue has been resolved.

11. WESLEY URBAN MINISTRIES - TABLED GRANT APPEAL

The Committee had before it a report of the Grants Co-ordinator dated 1991 June 13 summarizing the status of the Wesley Urban Ministries grant appeal. The report disclosed that the appeal which was heard by the Committee at its meeting held 1991 April 25 was tabled pending investigation of other financial government resources.

At its meeting held 1991 May 21, Regional Council approved that an additional grant for Kirkendall Strathcona Neighbourhood House, in the amount of \$25,000., to operate the 1991 Operational Community Outreach Program, be approved as a one-time grant from the 1991 Social Services Grants Budget conditional upon receipt of a matching \$25,000. grant from the City of Hamilton.

Within the Culture and Recreation budget for 1991 is a provision for \$46,000. to offset the Wesley Urban Ministries Recreational costs of various programs at the Victoria Park Community Centre. There is no provision within the Culture and Recreation budget for any funds related to the recreation programs at the Kirkendall Strathcona Neighbourhood House.

Following consideration, the Committee agreed to submit the following recommendation to City Council for approval:

That a grant be approved in the amount of \$25,000. to Wesley Urban Ministries to fund recreational programs at Kirkendall Strathcona Neighbourhood House and financed from Contingency Account CH 50008 24120.

12. VICTORIA AVENUE NORTH PROPERTIES

Mr. Dave Watts, representing Dr. W. E. Noonan, President and C.E.O., Hamilton Civic Hospitals, appeared before the Committee to discuss the rent free occupancy of the city owned properties at 290 and 296 Victoria Avenue North by the Hamilton Civic Hospitals.

Mr. Watts explained that the Board of Governors of the Hamilton Civic Hospitals does not have sufficient funds to rent the buildings in question. He proceeded to explain that the Board would have to take this money from the health care system which is already in an operating deficit of \$2,000,000.

Mr. Vyce outlined in his report that the Law Department states that since 290 and 296 Victoria Avenue North were originally acquired for municipal purposes and not acquired for hospital purposes, the hospital is not entitled to possession of them except upon terms satisfactory to the City as a lease for purchase of the City's interest by the hospital. The City's decision to co-operate with the hospitals premises requirements in 1975 by permitting the hospital to occupy these municipal properties, did not have the legal effect of converting these "properties for municipal purposes" into properties held "for hospital purposes".

Following discussion, and as outlined in a report of the Director of Property dated 1991 May 16, the Committee agreed to re-submit the following recommendations to City Council for approval:

That the following recommendations, which were referred back to the Finance and Administration Committee for further review by City Council at its meeting held 1991 May 28, be approved:

- (a) That the use of the City owned properties known as 290 and 296 Victoria Avenue North which were acquired for municipal purposes and not Hospital purposes persay, be offered to the Hamilton Civic Hospitals on the basis of charging fair market rent.
- (b) That the use of the City owned property known as 286 Victoria Avenue North by the Hamilton Civic Hospitals continue on the basis of rent free occupancy inasmuch as this property was purchased specifically for Hospital purposes.

13. TREASURER

(a) FINANCING RECONSTRUCTION OF HUNTINGTON PARK TENNIS COURT

As outlined in a report of the Acting Treasurer dated 1991 June 12, the Committee agreed to submit the following recommendation to City Council for approval:

That, as referred to in Section 12 of the THIRTEENTH Report of the Parks and Recreation Committee, the renovation and resurfacing of the Huntington Park Tennis Court in the amount of \$90,000. be included as a 1991 Capital Budget Project by reducing the Capital Contingency by a similar amount, and be financed by the Reserve for Capital Projects.

(b) ANALYSIS OF RESERVES

The Committee received a report of the Acting Treasurer dated 1991 June 17 containing the status and analysis of reserve and reserve fund accounts which was requested by the Finance and Administration Committee at its meeting of 1991 May 9.

14. COMPREHENSIVE AUDIT OF THE LICENCE DIVISION OF THE CITY CLERK'S DEPARTMENT

As outlined in a report of the Acting Secretary of the Comprehensive Audit Sub-Committee dated 1991 June 11, the Committee agreed to submit the following recommendation to City Council for approval:

That the Final Report of the Comprehensive Audit on the Licence Division of the City Clerk's Department, as submitted by Ernst & Young dated 1991 May 24, copies of which have been distributed to all Members of City Council, be adopted and referred to the Chief Administrative Officer to report back to the Finance and Administration Committee with recommendations for implementation.

15. CORRESPONDENCE REFERRED FROM MAYOR'S OFFICE(a) CANADA POST CORPORATION - PROPOSED MUNICIPAL BY-LAW RESPECTING BILL POSTERS AND BILL DISTRIBUTORS

The Committee was in receipt of a letter from D. C. Rowland, Corporate Manager, Canada Post Corporation, Ottawa, dated 1991 April 30, advising that although certain individuals may not wish to receive unsolicited advertising material, Canada Post cannot prohibit its distribution by mail. In Canada, access to the postal system is universal provided that items of mail are properly prepared and paid for. Just as the Corporation cannot refuse to handle a private citizen's letter mail, they cannot refuse to deliver a company's advertising mail. Therefore, they are not in a position to accept or act upon specific instructions about what type of mail customers do or do not want to receive, nor do they believe it would be advisable for them to do so.

Direction was given that this issue be brought back to the next regular meeting of the Finance and Administration Committee.

(b) CANADIAN CENTRE FOR OCCUPATIONAL HEALTH - INVITATION FOR CITY TO BECOME MEMBER

The Committee was in receipt of a letter from Mr. John Crick, Director, Marketing and Communications, Canadian Centre for Occupational Health and Safety, dated 1991 May 6, inviting the City of Hamilton to become a member of Canadian Centre for Occupational Health and Safety at a cost of \$2,000. per year.

The Committee directed that the correspondence be tabled pending receipt of comments and/or recommendations from the Commissioner of Human Resources as to whether or not there would be any advantages and benefits to the City in becoming a member of the Centre.

(c) COALITION FOR GUN CONTROL - REQUEST TO ENDORSE POSITION

The Committee was in receipt of a letter from Kathleen Hudson, Ottawa Coordinator, Coalition for Gun Control, dated 1991 May 28, dealing with gun control issues.

Following considerable discussion, the Committee agreed to submit the following recommendations to City Council for approval:

- (a) That the Government of Canada be petitioned to enact much stronger and more effective gun control laws with qualified gun-owning privileges for hunters and target shooters.
- (b) That the Council of the Corporation of the City of Hamilton endorse the efforts of the Coalition for Gun Control which is a non-profit organization working to secure more effective gun control laws.

16. RESOLUTIONS REFERRED FROM CITY COUNCIL(a) CITY OF NORTH YORK - PROVINCIAL GOVERNMENT WELFARE ACT

The Committee agreed to recommend to City Council that the following resolution from the City of North York respecting changes to the Provincial Welfare Act, which was referred to the Finance and Administration Committee by City Council for consideration, be referred to the Regional Municipality of Hamilton-Wentworth for consideration:

WHEREAS Community and Social Services Minister Zanana Akande is considering changes to the Provincial Welfare Act, as recommended by an eleven member Committee chaired by Allan Moscovitch, Associate Professor at Carleton University;

AND WHEREAS these recommendations, if adopted, would destroy any accountability that recipients have to provide;

AND WHEREAS it would permit an incentive for people to try to avoid being gainfully employed;

AND WHEREAS the City of North York shares the cost of operating The Municipality of Metropolitan Toronto Government, which shares the cost of Provincial welfare programs;

AND WHEREAS the adoption of these recommendations would have grave economic effects on the taxpayers of the City of North York, The Municipality of Metropolitan Toronto and the Province of Ontario;

THEREFORE BE IT RESOLVED that the City of North York go on record as opposing the liberal changes recommended in this report, and urging Premier Bob Rae and the Minister of Community and Social Services to reject this report;

AND BE IT FURTHER RESOLVED that this motion be sent to the Association of Municipalities of Ontario and all cities over 50,000 in the Province of Ontario for their endorsement.

(b) TOWN OF RICHMOND HILL - MUNICIPAL GOVERNMENT
RESTRUCTURING

The Committee agreed to recommend to City Council that the following resolution from the Town of Richmond Hill respecting Municipal Government Restructuring, which was referred to the Finance and Administration Committee, be received:

"WHEREAS municipalities are creations of the Ontario Government, and are limited to the legal authority and revenue sources granted by that body;

AND WHEREAS, municipalities can only undertake actions as are authorized by the Ontario Government, and only in accordance with any procedures specified;

AND WHEREAS, even if there is a local problem for which there is an obvious and widely supported solution, council action taken without provincial authorization would be declared ultra vires by the courts if called upon for a ruling;

AND WHEREAS, councils are also limited by the fact that their purpose is not only to carry out the wishes of their local inhabitants but to carry out the duties imposed by the province;

AND WHEREAS, the proliferation of separate appointed boards has made the local government system even less understandable and directly accountable while also inhibiting effective priority setting and the coordinated provisions of services;

AND WHEREAS, municipalities in Ontario are operating in a structural context that has its roots in the turn of the century;

NOW THEREFORE BE AND IT IS HEREBY RESOLVED that the Council of the Corporation of the Town of Richmond Hill requests the Government of Ontario to begin a full review of the municipal and regional government structure in Ontario including the role of Boards of Education, with the aim of reviewing the constitutional, structural and financial operating environment surrounding municipal-provincial relations;

AND FURTHER THAT the provincial government hold citizen forums and public consultations with municipalities through the Association of Municipalities of Ontario in order that a full review of municipal government and its role can be discussed and the necessary changes made to it to provide Ontario with a municipal government structure that will meet the challenges of the 21st Century;

AND FURTHERMORE THAT Staff be requested to circulate this resolution to all municipalities in the Province of Ontario, the Association of Municipalities of Ontario, the Ministry of Housing and Municipal Affairs, the Premier of Ontario, and the leaders of the two opposition parties in the provincial legislature with a request for support."

17. IN-CAMERA AGENDA

The Committee retired to meet in-camera to discuss personnel and litigation matters of a private and confidential nature.

The Committee then reconvened in open session and approved the following recommendations as outlined in various reports of the City Solicitor:

1. (a) That the City of Hamilton resolve Ontario Court (General Division) Action No. 17638/89 by the payment of \$5,542.00 inclusive of damages, interest and cost to the Plaintiff, Marija Geist and George Geist.
- (b) That the City obtain from the Plaintiff, Marija Geist and George Geist, a Release satisfactory to the Law Department, and that Ontario Court of Justice (General Division) Action No. 17638/89 be dismissed as against the City of Hamilton without cost.
2. (a) That the City of Hamilton resolve Ontario Court (General Division) Action No. 18436/90 by the payment of \$1,568.00 to the Plaintiff, Brad Allen, inclusive of all damages, interest and cost.
- (b) That Brad Allen be required to execute a Full and Final Release of the City of Hamilton in a form satisfactory to the Law Department.
- (c) That Ontario Court (General Division) Action No. 18436/90 be dismissed, as against the City of Hamilton, without costs.
3. (a) That the City of Hamilton resolve Ontario Court of Justice (General Division) Action No. 37137Q/89 by the payment to the Plaintiffs, Lawrence Hugh Johnston, Nancy Margaret Johnston, Hugh John Johnston and Mark Lawrence Johnston, of the sum \$67,633.09 inclusive of all damages, interests and costs.
- (b) That the Plaintiffs be required to provide a Full and Final Release to The Corporation of the City of Hamilton in a form satisfactory to the Law Department.
- (c) That Ontario Court of Justice (General Division) Action No. 37137Q/89 be dismissed without costs.

4. (a) That the City of Hamilton resolve Ontario Court (General Division) Action No. 4679/84 by payment to the Plaintiffs, William G. Mallett and Aznive Mallett, of:
- (i) the sum of \$39,886.77 as compensation for registered nursing care expenses and other medical benefits expenses paid by them with interest at \$5.37 per day after June 17, 1991; and
 - (ii) the sum of \$22,500.00 for their party and party costs, plus assessable disbursements as agreed, or as assessed.
- (b) That the City of Hamilton enter an agreement with the Plaintiffs, subject to the approval of the Hamilton Professional Firefighters' Association, in a form and substance approved by the City Solicitor, and executed by the appropriate signing authorities, to clarify and define the rights of the plaintiff to coverage under the Blue Cross Plan and the predecessor Canada Life Plan.

The meeting then adjourned.

Taken as read and approved,

ALDERMAN B. HINKLEY, CHAIRMAN
FINANCE AND ADMINISTRATION COMMITTEE

John Thompson, Secretary
Finance and Administration Committee

SPECIAL MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE

Tuesday, 1991 June 25
6:00 o'clock p.m.
Room 233, City Hall

There were present: Alderman B. Hinkley, Chairman
Alderman D. Ross, Vice-Chairman
Alderman T. Cooke
Alderman V. Agro
Alderman G. Copps
Alderman D. Agostino
Alderman T. Jackson
Alderman J. Gallagher

Absent with regrets: Mayor R. Morrow - City Business

Also present: Alderman M. Kiss
Alderman T. Murray
Mr. L. Sage, Chief Administrative Officer
Mr. R. Hammel, Acting City Treasurer
Mr. K. Beattie, Grants Co-ordinator
Mr. K. E. Avery, City Clerk
Mr. J. J. Schatz, Deputy City Clerk
Mr. J. Pavelka, Director of Public Works
Mr. D. Vyce, Director of Property
Mr. M. Main, Director of Traffic
Mr. A. Georgieff, Director of Local Planning
Ms. V. Grupe, Planning Department
Mr. P. Barkwell, Assistant City Solicitor
Mr. J. Thompson, Secretary

1. CARI-CAN FESTIVAL - PREVIOUSLY TABLED GENERAL GRANT

The Committee had before it a report of the Grants Co-ordinator dated 1991 June 21 recommending that the previously tabled grant recommendation of no funding for the Cari-Can Festival now be approved.

It was outlined in the report the Finance and Administration Committee at its meeting held 1991 April 4 tabled the Cari-Can application pending receipt of audited financial statements. The audited financial statements were received 1991 June 19.

Cari-Can Festival had requested a 1991 operational grant of \$169,905. to offset the costs of the festival. The Grants Review Group recommendation is for no funding due to operational concerns. The Arts Advisory Sub-Committee also recommended no funding. In 1990 Cari-Can Festival received \$17,390. as an operational grant plus an additional \$25,000. one-time only grant to offset their accrued deficit.

The Committee also had before it the audited financial statements required of the Festival as a result of the 1990 grant funds, as prepared by Mr. Ronald V. Fast, Chartered Accountant. According to the auditor's report, "serious deficiencies in the accounting records" prevented Mr. Fast from expressing an opinion in his report.

Mr. Fast was in attendance and explained that standard accounting practice and procedure requires documentation on transactions. However, a deficiency is not necessarily an irregularity, but could result from inadequacy of record keeping. He stated that the regulations of the Institute of Chartered Accountants have been vigorously tightened to require this kind of statement in an auditor's report, as the documentation of what transpired at the Festival is inadequate to render an opinion.

Alderman Gallagher suggested that the Treasurer should be requested to review and investigate the grant allocations/appropriations of the previous three years to determine the appropriateness of the use of City tax dollars.

Following discussion, the Committee agreed to recommend to City Council that the previously tabled grant recommendation of no funding for the Cari-Can Festival now be approved.

2. PARKING AND ACCESS - BEACH STRIP PROPERTY

The Committee had before it a report of the Chief Administrative Officer dated 1991 June 21 recommending the following:

- (a) That the Hamilton Region Conservation Authority be requested by City Council to approve in principle the exchange of lands as shown on Map 1 attached to the report;
- (b) That staff of the Real Estate Division of the Property Department be directed to facilitate a land exchange which would solve the parking and associated issues, once agreement of the affected parties is reached.

The purpose of a proposed land exchange with the Hamilton Region Conservation Authority is to solve the parking and access concerns in the vicinity of Sierra Lane and the Bell Cairn Employee Development Centre in the Hamilton Beach Neighbourhood.

It was noted that the proposed land exchange is driven by the time frames of the Ministry of Correctional Services. The Ministry has indicated its intent to demolish the house at 485 Beach Boulevard and use this and the adjacent Hamilton Region Conservation Authority property at 483 for landscaping purposes. The Ministry feels that the available number of parking spaces being provided on the site will be just sufficient to cover its needs.

Following discussion, the Committee approved that the Chief Administrative Officer be directed to work out the necessary details for the land exchange and report back to the Committee.

3. CROATIAN MULTI-PARTY AND INTERORGANIZATIONAL COMMITTEE FOR HAMILTON-WENTWORTH - USE OF CITY HALL FORECOURT (ADDED ITEM)

As outlined in a report of the City Clerk dated 1991 June 25, the Committee agreed to recommend to City Council that permission be granted to the Croatian Multi-Party and Interorganizational Committee for Hamilton-Wentworth to use the City Hall forecourt and sound system on Sunday, 1990 June 30 from 1:00 o'clock p.m. to 2:30 p.m. to stage a manifestation to promote and celebrate the Independence Day of Croatia.

The meeting then adjourned.

Taken as read and approved,

ALDERMAN B. HINKLEY, CHAIRMAN
FINANCE AND ADMINISTRATION COMMITTEE

John Thompson, Secretary
Finance and Administration Committee

SPECIAL MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE

Tuesday, 1991 July 2
11:00 o'clock a.m.
Room 233, City Hall

There were present: Alderman B. Hinkley, Chairman
Alderman D. Ross, Vice-Chairman
Alderman T. Cooke
Alderman V. Agro
Alderman G. Copps
Alderman D. Agostino
Alderman T. Jackson
Alderman J. Gallagher

Absent with regrets: Mayor R. Morrow - City Business

Also present: Alderman M. Kiss
Alderman D. Drury
Alderman D. Wilson
Alderman F. Lombardo
Alderman V. Formosi
Alderman H. Merling
Alderman T. Murray
Mr. J. Johnston, Commissioner of Human Resources
Mr. D. Vyce, Director of Property
Mr. J. Thompson, Secretary

As outlined in a report of the Commissioner of Human Resources dated 1991 June 28, the Committee approved the following terminations from permanent positions with the Corporation:

Name	Classification	Department	Reason	Length of Service	Effective Date
K. Avery	City Clerk	City Clerk's	Retired	41 yrs.,6 mos.	31/12/91
E. Matthews	Treasurer	Treasury	Retired 31/03/92	18 yrs.,9 mos.	31/12/91
L. Sage	Chief Administrative Officer	C.A.O	Retired	10 yrs.,11 mos.	31/12/91

Alderman Agostino suggested that the Committee should review the need for the Chief Administrative Officer's position, particularly in light of the fact that it is not a statutory position. He said the Finance and Administration Committee could carry out the duties and responsibilities of the Chief Administrative Officer.

Alderman Cooke addressed the Committee and explained that the Chief Administrative Officer and the Commissioner of Human Resources in conjunction with the Management Team have been directed by Council to review the administrative structure of the Corporation and report back to the Finance and Administration Committee with recommendations for change. He stated that the Finance and Administration Committee should seize the opportunity to review seriously the amalgamation and/or integration of some of the administrative responsibilities in order to achieve savings and efficiencies.

Alderman Hinkley submitted that the criteria for reviewing the administrative structure of the Corporation should be to improve administrative efficiency, cost effectiveness, accountability and responsiveness of staff and the elected representatives to the taxpayers.

Following some discussion, it was moved by Alderman Gallagher and seconded by Alderman Cooke:

- (a) That a six-member Task Force be struck to review and report back to the Finance and Administration Committee on the organizational structure of the City's senior management;
- (b) That Mayor R. M. Morrow, Aldermen B. Hinkley, D. Ross, T. Cooke, D. Agostino and J. Gallagher be appointed as members of the Task Force.

Carried as amended.

Direction was also given that all members of City Council be advised of the Task Force meetings.

The Committee then moved in-camera to deal with a litigation matter.

The meeting then adjourned.

Taken as read and approved,

**ALDERMAN B. HINKLEY, CHAIRMAN
FINANCE AND ADMINISTRATION COMMITTEE**

John Thompson, Secretary
Finance and Administration Committee

B(i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 16

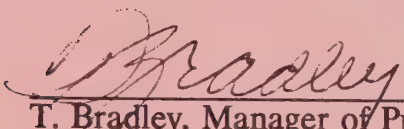
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: PURCHASE OF ONE (1) VACUUM CATCHBASIN
CLEANER BODY ASSEMBLY, FLEET SERVICES

RECOMMENDATION:

That a purchase order be issued to Wheels, Brake & Equipment, Burlington, in the amount of \$98,264.70 including all applicable taxes, being the only tender received, for the purchase of one (1) Vacuum Catchbasin Cleaner Body Assembly for Fleet Services, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed through the Reserve for the Replacement of Mobile Equipment Account No. CH5X503 00101.



T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

BACKGROUND:

This tender was advertised and six companies invited to bid. As only one bid was received, the manufacturer in Wisconsin was contacted, who advised that this company was the only authorized dealer in Ontario.

B(ii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 18

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF FIVE (5) TWO-WAY DUMP
SANDERS WITH PLOUGHS, UNITS
#9201/9660/47/75/78, AND PURCHASE OF ONE (1)
NEW UNIT, FLEET SERVICES

RECOMMENDATION:

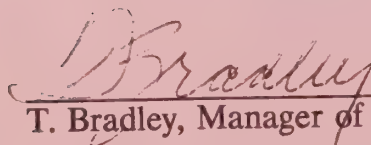
- a) That purchase orders be issued to Carter G.M. Trucks, Hamilton, for the replacement and purchase of six (6) two-way dump sanders with ploughs, being the lowest acceptable of ten (10) tenders received, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that items i), ii) and iii) be financed through the Reserve for Replacement of Mobile Equipment Account No. CH5X503 00101, and item iv) be financed through New Equipment - Sander wing Plough Unit Account No. CF5500 609151005, as follows:
- i) In the amount of \$227,352.92 to replace two (2) units #9201/9660 54,000 lb.GVW tandem two-way dump trucks with front ploughs and wings
 - ii) In the amount of \$216,990.26 to replace two (2) units #9647/75 54,000 lb.GVW tandem two-way dump trucks with underbody ploughs
 - iii) In the amount of \$88,752.77 to replace one (1) unit #9678 35,000 lb.GVW tandem two-way dump trucks with underbody plough
 - iv) In the amount of \$108,495.13 to purchase one (1) unit, 54,000 lb.GVW tandem two-way dump truck with underbody plough

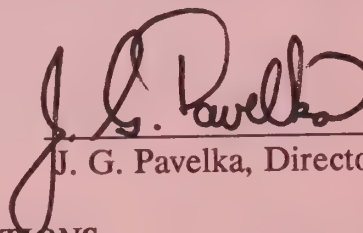
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

Page 2

- b) That the additional \$18,500 required for item iv) for Project #74.0 be funded from the Reserve for Capital Projects - Centre #CH00203.
- c) That the gross cost of project #85.0 "Concrete Resource Recovery Pit at B.A. Court Yard be reduced by \$18,500 with that amount being transferred to the Reserve for Capital Projects - Centre #CH00203.


T. Bradley, Manager of Purchasing


J. G. Pavelka, Director of Public Works

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Sufficient funding will be available in account CF5500 609151005 for the purchase of item iv) above. This has been reviewed with the City Treasurer.

BACKGROUND: Tender Analysis

a)	Carter G.M. Trucks, Hamilton	\$227,352.92
	Toronto Truck Centre, Concord	230,580.60
	Carter G.M. Trucks, Hamilton	241,103.42
	Altruck Transportation, Hamilton	240,053.00
	Freightliner Toronto, Mississauga	241,750.70
	Parkway Ford, Waterloo	251,649.00
	Altruck Transportation, Hamilton	253,082.50
	Eastgate Ford, Hamilton	253,586.50
	Freightliner Toronto, Mississauga	255,665.70
	Hamilton Mack, Burlington	274,677.20

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

Page 3

b)	Carter G.M. Trucks, Hamilton	\$314,221.14 *
	Toronto Truck Centre, Concord	319,004.25 *
	Carter G.M. Trucks, Hamilton	325,485.39
	Altruck Transportation, Hamilton	329,613.00
	Freightliner Toronto, Mississauga	338,275.05
	Freightliner Toronto, Mississauga	338,320.80
	Parkway Ford, Waterloo	341,332.68
	Altruck Transportation, Hamilton	342,602.25
	Eastgate Ford, Hamilton	350,796.00
	Hamilton Mack, Burlington	381,204.30
c)	Carter G.M. Trucks, Hamilton	\$ 80,260.02 *
	Toronto Truck Centre, Concord	81,428.05 *
	Altruck Transportation, Hamilton	84,944.75 *
	Carter G.M. Trucks, Hamilton	88,752.77
	Parkway Ford, Waterloo	92,273.33
	Altruck Transportation, Hamilton	94,093.00
	Eastgate Ford, Hamilton	95,202.75
	Hamilton Mack, Burlington	105,752.85

* - Units bid did not meet specifications. The units being replaced will be disposed of at a future auction.

B (iii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 18

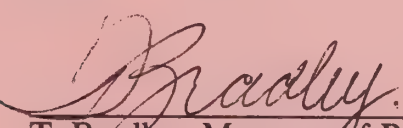
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF ELEVEN (11) COMPACT SIZE
PASSENGER VEHICLES, UNITS
#1301/3/7/13/2/6/46/71/421/2/54, CITY GARAGE

RECOMMENDATION:

That a purchase order be issued to Taylor Chrysler Dodge, Hamilton, in the amount of \$119,213.60, including all applicable taxes, plus the cost to license, being the lowest of nine (9) tenders received to replace eleven (11) compact size passenger vehicles units #1301/3/7/13/2/6/46/71/421/2/54 for the City Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed through Reserve for Replacement of Mobile Equipment Account No. CH5X921 00101.


T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND: Tender Analysis

Eastgate Ford, Hamilton	\$117,012.50 *
Taylor Chrysler Dodge, Hamilton	119,213.60
George Leng Motors, Grimsby	119,479.25
Johnston Motors, Hamilton	121,326.15
Queenston Chev Olds, Hamilton	130,098.65
Carter Chev Olds, Hamilton	130,358.25
Mountain Mazda, Hamilton	138,201.25
Robert Slessor Pontiac Buick, Grimsby	139,668.65
Hamilton Motor Products	146,246.65

* Bid 1991 vehicles. Licensing will be extra to above prices. Units being replaced will be disposed of at a future auction.

B(iv)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 18

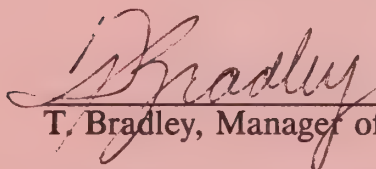
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF SIX (6) MID SIZE
PASSENGER VEHICLES, UNITS
#1323/4/40/50/1/1423, CITY GARAGE

RECOMMENDATION:

That a purchase order be issued to Hamilton Motor Products, Hamilton, in the amount of \$85,491, including all applicable taxes, plus the cost to license, being the lowest of nine (9) tenders received to replace six (6) mid size passenger vehicles units #1323/4/40/50/1/1423 for the City Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed through Reserve for Replacement of Mobile Equipment Account No. CH5X921 00101.



T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND: Tender Analysis

Hamilton Motor Products	\$ 85,491.00
Eastgate Ford, Hamilton	88,409.70
Queenston Chev Olds, Hamilton	89,637.90
Carter Chev Olds, Hamilton	89,775.90
Taylor Chrysler Dodge, Hamilton	90,438.80
George Leng Motors, Grimsby	90,838.50
Johnston Motors, Hamilton	97,317.60
Mountain Mazda, Hamilton	98,952.60
Robert Slessor Pontiac Buick, Grimsby	103,058.40

Licensing will be extra to above prices. Units being replaced will be disposed of at a future auction.

C(i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 18
JUN 19 1991

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Arthritis Society of Hamilton

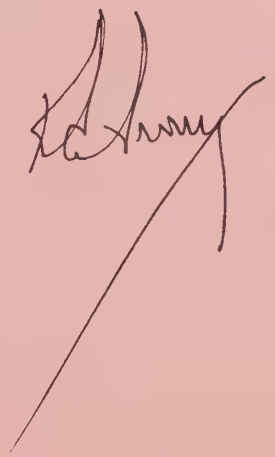
RECOMMENDATION:

- a) That permission be granted to the Arthritis Society of Hamilton to use the City Hall forecourt and related equipment on Thursday, 1991 September 05 from 12:00 noon to 1:30 p.m. for the launching of Arthritis Month.
- b) That permission be granted to fly the Arthritis Society Bluebird flag at City Hall from Thursday, 1991 September 05 until Monday, September 30.
- c) That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: Mayor's Office
Mr. R. Swan, Manager
Property Maintenance Division
Mrs. R. Morrison
City Clerk's Office
Information Desk
File

A handwritten signature in dark ink, appearing to be 'K. E. Avery', is written over a diagonal line that extends from the bottom right towards the center of the page.

C(ii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 11

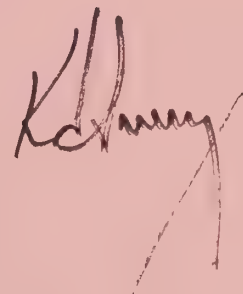
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Use of Council Chamber -
Wilfred Laurier University Alumni Association

RECOMMENDATION:

- a) That permission be granted to Wilfred Laurier University Alumni Association to use the City Hall Council Chamber on Tuesday, 1991 August 13 from 7:00 - 9:00 p.m. for an orientation evening for parents and freshmen from the Hamilton area who will be attending Wilfred Laurier University.
- b) That the City Clerk be granted the authority to approve of a similar use in future years, provided it does not interfere with any other activity.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: Mayor's Office
Mr. R. Swan, Manager
Property Maintenance Division
Mrs. R. Morrison
City Clerk's Office
Information Desk
File

C (iii)

CITY OF HAMILTON
- RECOMMENDATION -

JUL 04 1991

DATE: 1991 July 2

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Big Brother Association - Use of City Hall Parking Lot

RECOMMENDATION:

That permission be granted to the Big Brother Association of Burlington and Hamilton-Wentworth Inc. to use the City Hall parking lot (directly siding onto Bay Street) on Sunday, 1991 September 29 from 9:00 a.m. to 4:00 p.m. for a pit area and barbecue during their Soap Box Derby as a closing event to Big Brother Month.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Hamilton Parking Authority are in agreement with the above request.

cc: Mayor's Office
Mr. R. Swan, Manager
Property Maintenance Division
Mrs. R. Morrison
City Clerk's Office
Information Desk
File

C(iv)

CITY OF HAMILTON
- RECOMMENDATION -

JUL 04 1991

DATE: 1991 June 28

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Hamilton Board of Education - Use of Meeting Rooms

RECOMMENDATION:

That approval be given to the action taken by the City Clerk in authorizing The Hamilton Board of Education to use City Hall meeting rooms on 1991 July 2, 3 and 4 for a team working on the development of a Race Relations Policy for the Board of Education as follows:

1991 July 2 - Room 219 - 8:30 a.m. - 1:00 p.m.
1991 July 3 - Room 264 - 8:30 a.m. - 11:45 a.m.
1991 July 4 - Room 264 - 8:30 a.m. - 1:00 p.m.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: Mayor's Office
Mr. R. Swan, Manager
Property Maintenance Division
Mrs. R. Morrison
City Clerk's Office
Information Desk



C(v)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 15

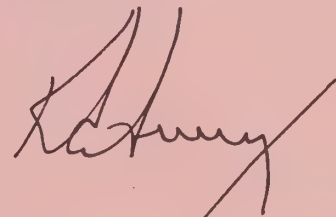
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Hamilton and District Labour Council C.L.C.

RECOMMENDATION:

- a) That the Manager, Property Maintenance Division be authorized and directed to erect a reviewing stand and all other pertinencies on the north east corner of Main and Bay Streets on 1991 Monday, September 02 on the occasion of the Labour Day Parade.
- b) That permission be granted to the Hamilton and District Labour Council to lay a wreath in front of the Monument to Workers on the City Hall property as part of the Labour Day Parade ceremonies.
- c) That the City Clerk be granted the authority to approve of a similar use in future years provided it does not interfere with any other activities.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The cost of providing the reviewing stand in the amount of approximately \$650. is available in Account No. CH 55222 10034, Use of Facilities and Equipment by Outside Groups.

cc: Mayor's Office
Mr. R. Swan, Manager, Property Maintenance Division
Mrs. R. Morrison, City Clerk's Office
Information Desk
File

C(vi)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 15

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Hamilton Black Ribbon Day Committee -
Use of City Facilities

RECOMMENDATION:

- a) That permission be granted to the Hamilton Black Ribbon Day Committee to use the City Hall forecourt and, in the event of inclement weather the Council Chamber, on Friday, 1991 August 23 from 5:30 p.m. to 7:00 p.m. for a rally to mark the 6th Annual International Black Ribbon Day.
- b) That the flags of the following Black Ribbon Day Committee member nations be flown at City Hall from 1991 August 22 to 24:

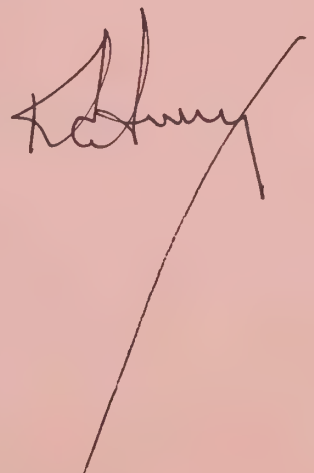
Estonia
Latvia
Lithuania
Ukraine

Poland
Czechoslovakia
Hungary
Romania

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: Mayor's Office
Mr. R. Swan, Manager, Property Maintenance Division
Mrs. R. Morrison, City Clerk's Office
Information Desk
File

A handwritten signature in dark ink, appearing to be 'K. E. Avery', is written over a long diagonal line that extends from the signature area down towards the bottom right of the page.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 15

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: CIVIC AWARDS - CARDINAL NEWMAN EXPRESS
SOCCER TEAM

RECOMMENDATION:

That civic gold pins be awarded to the following members of the Cardinal Newman Express Boys' Soccer Team for winning the Ontario Federation of Secondary Schools Athletic Association (OFSAA) Soccer Championships for 1991:

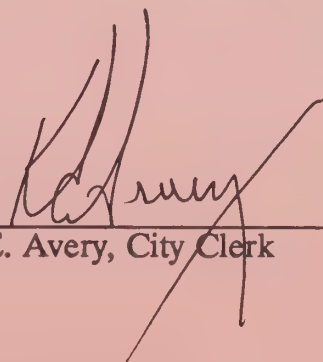
Basic, Joseph
Cagalj, Jerry
Cipriani, Jerry
Demedeiros, Gary
DiMarco, Marco
Iacozza, Vince
Karaula, Tom
Kutesa, Ante
Mayich, John
Moravic, Kevin
Pomahac, Rob
Toffolon, Paul

Coaches:
Dalia, Carmen

Managers:
Migliaccio, Sam

Benko, John
Cavallaro, Marco
Culina, Ante
DeMarantonio, Dino
Dujela, Denis
Janear, Gilbert
Kolodziej, Adam
Leo, Dino
Majpruz, John
Perri, Vincent
Smukavich, Dan
Turchet, Steve

Kovacs, Marc


K. E. Avery, City Clerk

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Approximately \$550.00 to be financed from Account No. CH 56126 84010.

BACKGROUND:

Confirmation of this championship has been received from a teacher at Cardinal Newman High School.

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1991 June 28

REPORT TO: Mr. J. Thompson
Secretary, Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Commonwealth Pharmaceutical Association Conference

RECOMMENDATION:

- (a) That the Council of the Corporation of the City of Hamilton advise the Liquor Licence Board of Ontario that it is aware of the reception of the Commonwealth Pharmaceutical Association Conference being held outdoors on the Plaza area of Jackson Square on August 25, 1991 and has no objection to the issuance of a Special Occasion Permit.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Liquor Licence Board of Ontario requires a letter from the Municipal Clerk or a Resolution from Council stating that the municipality is aware of the event and does not object to its taking place in order that a permit may be obtained from the Liquor Licence Board of Ontario for the sale of wine during the event. Permission has been received from Jackson Square to hold a wine and cheese event on its plaza.

**Commonwealth
Pharmaceutical
Association**
(Founded 1969)



Address All Correspondence to:
C.P.A. Conference '91
Mrs. M. Monaghan, Chairman
816 Forest Glen Ave.,
Burlington, Ontario
Canada L7T 2L2
Fax (416) 385-8662

The Fifth Conference

August 25-29, 1991
Hamilton, Ontario, Canada

June 25, 1991

The City Clerk
Hamilton City Hall
Hamilton.

Dear Sir/Madam

As per L.H.B.O. Regulations we are requesting a written approval from City Council approving of our upcoming wine & cheese reception for the Commonwealth Pharmaceutical Association Convention on Sunday Aug 26, 1991 at JACKSON SQUARE. We have approval from JACKSON SQUARE (SEE ATTACHED LETTER). CAN YOU FORWARD LETTER OF APPROVAL AS SOON AS POSSIBLE TO FOLLOWING:

MR GREG. USIYE
114 ROSEDENE AVE
HAMILTON, ONT L9A 1G4

(1-416-575-7563)

AS WE MUST GET THIS TO THE L.H.B.O. THANKING
YOU IN ADVANCE.

Yours truly

A handwritten signature in dark ink, appearing to read 'G.M. Usiye'.

G.M. USIYE
FACILITIES CHAIRMAN

**Commonwealth
Pharmaceutical
Association**

(Founded 1969)



Address All Correspondence to:
C.P.A. Conference '91
Mrs. M. Monaghan, Chairman
816 Forest Glen Ave.,
Burlington, Ontario
Canada L7T 2L2
Fax (416) 385-8662

The Fifth Conference

August 25-29, 1991

Hamilton, Ontario, Canada

114 Rosedene Avenue
Hamilton, Ontario
L9A 1G4
June 25, 1991

Ms. Helen Malhan
Hamilton City Hall
Licensing Department
Hamilton, Ontario

Re: Liquor Licence Board of Ontario

Dear Ms. Malhan

As per L.L.B.O. regulations, we wish to notify you of our upcoming Wine & Cheese Reception on Sunday evening (6 - 11 P.M.) August 25, 1991. The reception will be for the delegates of the Commonwealth Pharmaceutical Association and will be held outdoors on the Plaza area of Jackson Square.

We expect to have 400 delegates from around the world in attendance, and the reception has been planned as an informal welcoming gathering prior to start of business on Monday.

If you have any further questions please contact me.

Thank you.

Yours truly

Gregory M. Ujiye
Facilities Chairman
(416) 544-1674

GMU/ew

*Hosted by Canadian Pharmaceutical Association
in Co-operation with The Hamilton & District Pharmacists Association*

Jackson Square

First Phase Civic Square Ltd. • Second Phase Civic Square Ltd. • Fourth Phase Civic Square Ltd.

June 25, 1991

The Commonwealth Pharmaceutical
C/O Midge Monaghan
816 Forest Glen Ave.
Burlington, Ontario
L7T 2L2

Dear Ms Monaghan,

Re: PHARMACEUTICAL CONVENTION

This is to confirm that Jackson Square is pleased to give the Commonwealth Pharmaceutical Association permission to hold a wine and cheese event on our Plaza. We will make the Gourmet Garden washrooms available to you and understand that you will be providing your own security.

If you require any further information or assistance please do not hesitate to contact us.

Yours very truly,



Vivien E. Johnson
Marketing Director

VEJ/lt

**Commonwealth
Pharmaceutical
Association**
(Founded 1969)



Address All Correspondence to:
C.P.A. Conference '91
Mrs. M. Monaghan, Chairman
816 Forest Glen Ave.,
Burlington, Ontario
Canada L7T 2L2
Fax (416) 385-8662

The Fifth Conference

August 25-29, 1991
Hamilton, Ontario, Canada

114 Rosedene Avenue
Hamilton, Ontario
L9A 1G4

June 25, 1991

Liquor Licence Board of Ontario
55 Lakeshore Blvd., E.,
Toronto, Ontario
MM5E 1A4

Re Special Occasion Permit

Dear Sir:

We are writing to request a permit for our welcoming Wine & Cheese reception for the delegates of the Commonwealth Pharmaceutical Association. We are expecting 400 delegates for this event which will take place on Sunday August 25th, 1991 on the outdoor plaza level of Jackson Square.

The reception is sponsored by the Association and there will be no charge for wine or food. We will be using the Pavillion area with canopies for the wine tables. The area will be cordoned off with stanchions and rope, and will be secured by one uniformed Police officer as well as four Security guards. We will have on hand at least ten volunteers from the organizing committee to assist in the control of the area. Washroom facilities will be indoors in Jackson Square by the food court area and this area will be secured by the Jackson Square Security people.

Enclosed are copies of consent from both City Hall and Jackson Square officials, and notification to the various agencies requested. Hoping this will meet with your approval. If you have any further questions please contact me.

Thank you in advance.

Yours truly

Gregory M. Ujiye
Facilities Chairman

GMU/ew

*Hosted by Canadian Pharmaceutical Association
in Co-operation with The Hamilton & District Pharmacists Association*

IMPORTANT INFORMATION

GENERAL

Under the Liquor Licence Act, a special occasion permit-holder is legally responsible for the safety and sobriety of persons attending the event. For important information regarding permit-holder's responsibilities, read the SPECIAL OCCASION PERMITS BROCHURE.

'SALE' SPECIAL OCCASION PERMITS AND LEVY FEE

- 16% levy fee must be paid on all alcohol for 'sale' permit events (to be collected by outlets at purchase).

SECTION 2 PREMISES

- Event applications for unregistered colleges, universities, hospitals, art galleries, museums, business premises, banks or, government buildings require a letter from Facility Chief Administrative Officer sanctioning the event.
 - events held in schools — letter from school board.
 - private schools — letter from Principal.
 - events on registered arena ice surfaces — letter from Arena Board Management sanctioning event and copies of written notification to Health, Fire and Police authorities.
- For other *unregistered* premises, enquire at permit-issuing outlet.
- **OUTDOORS** Can be 'Sale' or 'No-Sale'.
 - Alcohol service takes place in outdoor location i.e. tents, marquees, pavilions, open air areas.
 - Can be wedding, reception, social, fund raising, community festival.
 - *Requirements for each nature of event must be met.*
 - Outdoor area must be clearly defined and separated.
- Applications must have:
 - a letter stating purpose, nature and scope of the event, security and control measures.
 - If public property, resolution from Municipal Council or letter from Municipal Clerk stating awareness of event and no objection.
(Note: Municipal approval not required for certain types of properties i.e. conservation areas, schools, some government-owned property.)
 - copies of notifications to police, health and fire authorities advising event date, time, location and expected attendance. If using tent, notify local building department in writing and attach copy to application; sketch of area where event will occur, indicate locations, tents, alcohol service area and dimensions of areas required to be enclosed by a 1.06m (42 inch) high partition; indicate any display or food booths and permanent structures.
 - copies of event advertising must be approved by Board prior to distribution.

SECTION 3 HOURS AND DAYS OF SERVICE

- Monday to Saturday maximum hours of alcohol service — 11:00 a.m. to 1:00 a.m. with food. (Snacks not acceptable.)
- Sunday, alcohol service permitted between 12:00 noon and 1:00 a.m.

SECTION 4 NATURE OF EVENT-REQUIREMENTS

- **WEDDING** can be 'Sale' or 'No-Sale' event.
 - Can be 'sale' event to recover cost.
 - No event advertising permitted & invited guests only.
- **RECEPTION** 'No-Sale' event *only*.
 - Alcohol cannot be sold and no collection of money, ticket admission or other fees charged to guests.
 - No event advertising permitted and invited guests only.
 - Applicant absorbs event expenses.
 - Company-sponsored events require letter stating event purpose, who will absorb expenses.
 - For many receptions, a letter is requested stating who is paying expenses and that no charge to guests.
- **HOMEMADE WINE AND BEER** Served *only* at 'No-Sale' weddings, baptisms and confirmations with Board approval.
 - Products to be made by member of family hosting event; no payment allowed; product set aside to serve at event.
 - No charge to guests and bottles used must be clear and labelled with contents.
 - No reference to registered manufacturer of alcohol allowed on bottles.
 - Advise your permit office to ensure quantities are inserted on your permit by issuer.
- **SOCIAL** 'Sale' event to recover event expenses.
 - Can sell alcohol directly, by ticket or other money collection from those attending, including membership fees.
 - A private event attended by members of a group or organization and invited guests only.
 - No public admitted and no event advertising permitted.
 - *You cannot use 'social' permits to raise funds beyond those needed to cover event costs.*
 - Letter explaining nature and purpose of event required.
 - Additional information may be requested if the organization is not registered with the Board.
 - *Organizations requiring more than two permits annually must register with the L.L.B.O.*
- **FUND RAISING** 'Sale' Event.
 - Conducted by service group or association organized to raise funds to promote charitable, educational, religious or community needs.
 - Total SOP event net profits must be donated to an acceptable charitable, educational, religious or community need.
 - Applicant to provide letter stating event purpose and how profits will be used.
 - If applicant group is *not* charitable organization registered under Canadian Income Tax Act or service club, they must provide letter from recipient stating awareness of event and acknowledging that they will be the recipient of total proceeds.
 - Event advertising must be submitted for approval prior to distribution.
 - Public can be admitted.
 - Permits are issued to organizations, not individuals and audited financial statement must be submitted when required by Board.
- **COMMUNITY FESTIVAL** 'Sale' event.
 - Permits issued only to groups or associations eligible under 'fund raising'.
 - Public can be admitted.
 - Event advertising must be approved by Board before distribution.
 - Permits issued up to one ten-day period in a calendar year.
 - Applications must supply:
 - letter stating purpose, nature and event's scope, security and control measures; how event profits to be used. Municipal council resolution or letter from Municipal Clerk stating event is municipally significant and no objection.
 - copies of letters notifying police, health and fire authorities of date, time, location, expected attendance.
 - copies of event advertising.
 - If tents or 'outdoor' locations are used for alcohol service refer to 'Outdoor' requirements.
 - Audited financial statement shall be submitted, when requested by the Board.

MISCELLANEOUS - LOTTERY LICENCE AND MONTE CARLO LICENCE REQUIREMENTS

- Organized draws of ticket sales require lottery licence obtained from Municipal Clerk where event takes place.
- Gambling requires a Monte Carlo licence obtained from Lotteries Branch, Ministry of Consumer and Commercial Relations, 10 Wellesley Street East, 6th floor, Toronto, Ontario M7A 2H8, Telephone (416) 326-8700.
- Copies of licences must accompany this application, if you plan to conduct such events.

DC(i)

CITY OF HAMILTON

RECOMMENDATION

DATE: 1991 June 17


REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. J. G. Pavelka, P.Eng.
Director of Public Works

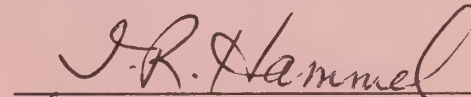
SUBJECT: *Request for Additional Repair to Fire Department Pumper # 11
vehicle # 1662.*

RECOMMENDATION:

- (a) That additional repairs to the Truck Frame, Pump House Structure, and Fuel Tanks to Fire Department Pumper # 11 in the additional amount of \$ 4010.00 be approved.
- (b) That this expenditure be charged to Account No. CH 5X522 00103 Reserve for Major Vehicle Repairs.
- (c) That the total repair cost of \$ 58,009.00 to Fire Department Pumper # 11 (including \$ 53,999.00 for the original approved repair expenditure) be added to the original cost (being \$ 109,588.00) of the Pumper # 11 (Vehicle No. 1662) for depreciation purposes.



J. G. Pavelka P. Eng.
Director of Public Works



for E. C. Matthews
Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

As above

BACKGROUND:

The repairs based on the original estimates were awarded to Contran Manufacturing, London Ont., in the amount of \$ 53,999.00 for body restoration on one Triple Combination Pumper.

During the repair process, after the removal of body panels it was found that the complete body structures and water tanks plus the fuel tanks had deteriorated due to rusting. This could not be found until the body panels had been removed during repairs.

As the repairs were in process at Contran Manufacturing London Ont., and after viewing the rusted and deteriorated conditions the most economical repairs at this time would be to replace the complete pumper body frame assembly, repair the existing truck frame and repair the fuel tanks to complete the life cycle of these two pumpers.

As some of the repairs have been completed it would be economically practical to replace the pumper body frame, repair the truck frame and repair the existing fuel tanks for a total additional cost of \$ 4,010.00 to the original approved repair expenditure for the pumper. The total cost to repair pumper # 11 would then be \$ 58,009.00. It should however, be noted that without the completion of the repairs this Fire Department vehicle would require replacement, as it would be considered unsafe due to deterioration of the body and supports due to rusting.

Replacement cost for this vehicle would be approximately \$ 225,000.00.

c.c. Mr. G. Kerr Manager Fleet Services
Mr. T. Bradley Manager of Purchasing
Mr. G. Baker Fire Chief
Mr. N. McFadyen Assistant Deputy Chief

D(ii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 19

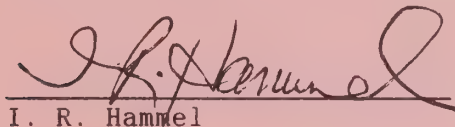
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. I. R. Hammel
Acting Treasurer

SUBJECT: FINANCING OF 1991 SUPPLEMENTARY
RECONSTRUCTION PROGRAMME

RECOMMENDATION:

That the estimated amount of \$700,000 required to fund the Supplementary Road Programme as adopted by the Transportation and Environment Committee be accommodated within the existing 1991 Reconstruction Programme, Centre No. CF 529142001.


I. R. Hammel

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

- there are sufficient funds available within the 1991 Reconstruction Programme to finance this supplementary programme.
- the \$1.552 million "borrowed" from the Capital Contingency has been restored to that account due to savings generated after completion of tenders for the 1991 Reconstruction Programme.

BACKGROUND:

The Transport & Environment Committee at its meeting of July 22 approved a list of projects totalling \$700,000 gross to be adopted as the Supplementary Programme of the 1991 Reconstruction Programme and requested the Finance and Administration Committee to recommend the method of funding.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 15
800-91 G. Aston

REPORT TO: T. Agnello, Secretary
Transport and Environment Committee

FROM: L. D. Turvey, P.Eng.
Commissioner of Transportation/
Environmental Services

SUBJECT:

1991 City of Hamilton
Supplementary Road and Sidewalk Reconstruction Programme

RECOMMENDATION:

- a) That the following list be adopted as the Supplementary Program of the 1991 Road and Sidewalk Capital Reconstruction Programme:

- Mt. Albion Road at Albright Road, Traffic Signal Installation
- Barnesdale Boulevard, Dunsmure Road to Main Street
- Rodgers Road, King Street to Central Avenue
- Ashland Avenue, Tenth Avenue to Winchester Boulevard

Supplementary projects, in the order stated above, will be constructed in 1991, provided sufficient funds become available in the 1991 Road and Sidewalk Reconstruction Programme. The priority of projects not constructed in 1991 will be re-evaluated within the 1992 Reconstruction Programme.

- b) That the Commissioner of Transportation/Environmental Services be authorized to undertake the works on behalf of the City of Hamilton once all the necessary approvals have been received.
- c) That the construction of concrete sidewalks on Maple Avenue between Ottawa Street and King Street be deleted from the 1991 Road and Sidewalk Reconstruction Programme and added to the 1992 Programme;
- d) That the road construction of MacLennan Avenue between Upper Wentworth Street and East 23rd Street not proceed, but rather sidewalk reconstruction and roadway reshaping commence as outlined in the City of Hamilton's 1991 Capital Road and Sidewalk Programme;

Cont'd...

**1991 City of Hamilton
Supplementary Road and Sidewalk Reconstruction Programme**

Cont'd...

- e) That the reconstruction of Stirton Street from Wilson Street to Cannon Street not be proceeded with at this time.
- f) That the Finance and Administration Committee be requested to recommend the method of financing the above noted additional projects, estimated at \$700,000.

per S. Sten
(original signed by E.M.G. 11)

L.D. Turvey, P.Eng.
Commissioner of Environmental/
Transportation Services

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

As a result of low contract prices and the cancellation/postponement of several road projects, approximately \$7,000,000 will be required to complete the 1991 Reconstruction Programme. The \$7,000,000 worth of construction projects will generate approximately \$2,230,000 in M.T.O. subsidy, with a net cost of \$4,770,000.

Within the Capital Budget, the approved gross cost of \$9,400,000 for the Reconstruction Programme was comprised of \$1,552,000 from the Capital General Contingency Fund, \$3,008,000 of M.T.O. subsidy, and \$4,840,000 from the General Levy. Thus, the \$1,552,000 which was borrowed from the Capital General Contingency Fund, can be repaid. There is also \$70,000 from the General Levy unspent, and approximately \$778,000 of M.T.O. subsidy which can be directed to either road construction or road maintenance. If the savings are directed to road maintenance, it will have the effect of reducing the General Levy requirements from that already provided in the approved Budget and thus generate a surplus. If the subsidy is directed to road construction, then the additional projects listed in the recommendations can be undertaken. Because of the very favourable prices for construction being tendered this year, it would be advantageous to utilize this benefit in constructing projects this year rather than next year when prices may be increased.

Cont'd...

-Page 3-
1991 July 15

**1991 City of Hamilton
Supplementary Road and Sidewalk Reconstruction Programme**

Cont'd...

BACKGROUND:

Since the submission of the City's Road and Sidewalk Reconstruction Programme, additional detail has become available as to the availability of funds for the undertaking of a Supplementary Programme. A majority of the funding is available as a result of lower than estimated prices. In addition, the reconstruction of the sidewalks on Main Street West have been postponed to 1992.

Included in the 1991 Programme was the reconstruction of concrete sidewalks on Maple Avenue between Ottawa Street and King Street. Through pre-engineering site evaluation and Dynaflect testings for surface and structural ratings, it was determined that overall distress ratings of the roadway would warrant reconstruction within the immediate future. In order to ensure reconstruction occurs in the most cost-effective manner, staff is proposing that the reconstruction of sidewalks on Maple Avenue be postponed until 1992, at which time consideration can be given to the inclusion of road reconstruction as well.

The construction of the roadway on MacLennan Avenue from Upper Wentworth Street to East 23rd Street as a Local Improvement Act was approved by City Council, however, residents successfully petitioned against the works. Therefore, the reshaping of the surface treated roadway and sidewalk reconstruction could proceed as outlined in the City's 1991 Reconstruction Programme.

Subsequent to the submission of the Supplementary Programme to your Committee in November 1990, it has been determined that the originally proposed storm sewers on Stirton Street (which was listed in the Supplementary Programme) from Wilson Street to Cannon Street would not be constructed in 1991 and therefore the reconstruction of the street should be considered at some future date.

The priority of the remaining streets in the Supplementary Programme is indicated in the above "Recommendation" section.

LR/cb

cc: J. Pavelka, Director of Public Works
E.C. Matthews, City Treasurer
D. Onishi, Director of Engineering Services
J. Thompson, Secretary of Finance & Administration Committee

D(iii)

CITY OF HAMILTON

- INFORMATION -

DATE: 1991 July 15

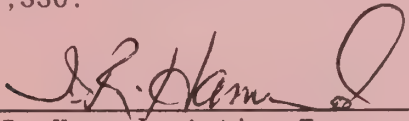
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. I. R. Hammel
Acting Treasurer

SUBJECT: STATUS OF GENERAL CONTINGENCY BALANCE AS OF
JULY 12, 1991 (CURRENT BUDGET ONLY)

BACKGROUND:

In accordance with past practice, the Acting City Treasurer is reporting the status of the General Contingency. On June 26, 1991, Council approved \$72,670 to provide financing for Wesley Urban Ministries (\$25,000) and reinstatement of Crossing Guards at various intersections (\$47,670). The new balance is now \$27,330.



I. R. Hammel, Acting Treasurer

D(iv)

CITY OF HAMILTON
- INFORMATION -

DATE: 1991 July 11

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. I. R. Hammel
Acting Treasurer

SUBJECT: STATUS OF UNCLASSIFIED REVENUE AND EXPENDITURES
AS AT JUNE 30, 1991

BACKGROUND:

Attached for your review is an analysis of the Unclassified Revenue and Expenditures for the period ending June 30, 1991.

As has been the practice in prior years, these statements will be updated and forwarded to you for your review on a monthly basis.



I.R. Hammel, Acting Treasurer

Attachment

CITY OF HAMILTON
TREASURY

UNCLASSIFIED REVENUE
AS AT JUNE 30, 1991

CENTRE NUMBER: CH 24201
Appropriation: \$ 50,000.00

COMMISSIONS:

Bell Telephone	2,965.09
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SALES:

Photocopier Revenue	594.29
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MISCELLANEOUS:

Witness Fees	103.00
Recycling Revenue	120.75
Sales Tax	3,538.46
Reimbursement of Employee Absences due to Union Business	7,702.21
Cheques Written Off/Reinstated	(239.21)
Other Revenue	387.06

Total Revenue To Date	15,171.65
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Less: Appropriation	50,000.00
---------------------	-----------

(34,828.35)
=====

CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT JUNE 30, 1991

Centre Number: CH 24210
Appropriation: \$ 75,000.00

LUNCHEONS, DINNERS, SANDWICHES, COFFEES, ETC.

City Council	1,418.09
Transport and Environment Committee	1,761.81
Keep Hamilton Clean Citizen's Committee	311.48
Health & Safety Committee	16.87
Parks and Recreation	2,603.04
Crystal Palace Subcommittee	358.93
Golf Subcommittee	205.45
Hamilton Historical Board	2,567.71
Second Stage For Battered Women	131.37
Advisory For Equitable Representation	32.08
Planning and Development	1,903.00
Committee of Adjustment	608.77
C.A.I.P. Subcommittee	213.28
Downtown Action Plan	77.72
Non-Profit Housing	869.64
Hamilton Housing Corp	46.51
Legislation Committee	202.51
License Subcommittee	595.20
Farmers Market Subcommittee	277.00
English Subcommittee	88.47
French Subcommittee	301.53
2nd Level Lodging Home	21.32
Taxicab Taskforce-Subcommittee	563.66
Insurance Advisory Subcommittee	102.68
Property Standards-Subcommittee	48.29
Finance and Administration Committee	3,476.04
Information Systems	46.07
Mundialization Committee	624.31
Football Hall of Fame	789.93
Canusa Games Committee	1,129.59
Civic Charity Committee	90.65
Management Team	261.03
Hamilton Arts Award	1,952.80

CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT JUNE 30, 1991

Centre Number: CH 24210
Appropriation: \$ 75,000.00

MISCELLANEOUS

Cashiers Over and Short	36.90
258 Beach Blvd. - Maintenance Charges	932.66
Flowers and Wreaths	427.92
By-law Registration	550.00
Parking and Cab expenses	307.00
Hydro Charges - Road Sign	76.41
T.H.& B. Railway Realty Taxes	1,506.61
Public Address Systems	111.24
Corporate Challenge	2,260.00
ISC Paper Recycling	6,050.03
Strategic Plan	425.01
Donation-Kurdish Relief Fund	1,000.00
Smoking Cessation Program	960.86
Encore-Fundraising	30.00
Ontario Arts Council	2,385.75
Association of Municipalities of Ontario	700.00
Miscellaneous Charges	128.52
Total Expended	41,585.74
Less: Appropriation	75,000.00
Balance - Surplus (Deficit)	33,414.26

D(v)

CITY OF HAMILTON
- INFORMATION -

DATE: 1991 July 11

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. I. R. Hammel
Acting Treasurer

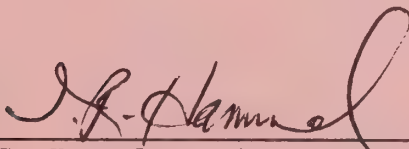
SUBJECT: STATUS OF HOSTING, RECEPTIONS AND RELATED ACCOUNTS

BACKGROUND:

Attached are the following analyses of accounts related to hostings and receptions as at June 30, 1991:

Account CH 55307-80040 - Hostings of Conference with Municipal Subject Content
Account CH 55313-84010 - Receptions - City Hall
Account CH 55314-84010 - Special Civic Receptions and Delegation Hosting
Account CH 56126-84010 - Civic Pins, Medals and Rings
Account CH 55222-10034 - Use of City Hall - Outside Groups

These accounts will be forwarded to this Committee on a monthly basis for the information of the members.



I.R. Hammel, Acting Treasurer

Attachment

City of Hamilton
 HOSTING OF CONFERENCES WITH MUNICIPAL SUBJECT CONTENT
 Account CH 55307 80040
 for the period ended June 30, 1991

COUNCIL MEETING	DESCRIPTION	AMOUNT \$	TOTAL \$
90/10/09	1991 Ontario Recreation Society Conference February 6 - 8	4,000.00	
	Total Actual Expended to Date		4,000.00
	ADD: Commitments		
91/06/25	1991 Canadian Parking Association 7th Annual Conference	10,000.00	
	Total Committed		10,000.00
	Adjusted Total		14,000.00
	LESS: Appropriation		50,000.00
	SURPLUS (DEFICIT)		36,000.00

City of Hamilton
 RECEPTIONS - CITY HALL
 Account CH 55313 84010
 for the period ended June 30, 1991

DATE	DESCRIPTION	AMOUNT \$
-----	-----	-----
91/01/12	Coalition Against War in Middle East	524.59
91/01/16	Mayor's Office	69.71
91/01/10	Peace Demonstration	23.31
91/01/17	Sarasota delegation	19.43
91/01/20	Mayor's Office	46.62
91/01/21	Russian Delegation	8.33
91/01/26	Freedom & Indpendance Day Proclamation	233.10
91/02/20	Redbirds Press Conference	93.24
91/03/01	World Day of Prayer	106.01
91/02/25	Meeting - Ferguson & Young Development	18.87
91/03/28	Mayor's Office	18.87
91/04/02	Mayor's Office	115.88
91/04/05	Mayor's Office	17.99
91/04/12	Mayor's Office	290.27
91/04/10	Mayor's Office	24.19
91/05/04	Polish Week	545.29
91/04/28	Mayor's Office	149.02
91/05/06	Mayor's Office	9.32
91/04/21	Mayor's Office	69.93
91/06/07	Canadian Cultural Council	1,928.35
91/06/07	Mayor's Office	44.93
91/06/07	Mayor's Office	44.63
91/06/07	Boy Scouts/Girl Guide Parade	28.31

	Total Actual Expended to Date	4,430.19
	LESS: Appropriation	10,000.00

	SURPLUS (DEFICIT)	5,569.81
		=====

City of Hamilton
SPECIAL CIVIC RECEPTIONS AND DELEGATION HOSTING
Account CH 55314 84010
for the period ended June 30, 1991

COUNCIL MEETING	DESCRIPTION	AMOUNT \$	TOTAL \$
	Visit of the President of Buffalo City Council	475.03	
91/02/12	Ontario Federation of Symphony Orchestras Festival	1,400.00	
91/01/29	Lions International M.D. "A" Convention '91	5,000.00	
91/01/29	Canadian Pharmaceutical Association Conference '91	3,000.00	
91/01/29	Classical Association of Middle West and South	1,000.00	
91/01/29	Science Teachers' Association of Ontario	500.00	
90/09/25	Canadian Football League Draft	5,814.57	
91/04/09	Ontario Municipal Employees Coordinating Council Annual Conference	1,200.00	
91/04/30	Hosting Post-Game Reception - Football	1,000.00	
91/05/13	Reception-Crystal Palace Committee and Community Leaders	284.63	
	Adjusted Total Actual Expended to Date		19,674.23
	ADD: Commitments		
90/11/27	Hamilton International Air Show	9,000.00	
	Total Committed		9,000.00
	Adjusted Total		28,674.23
	LESS: Appropriation		48,000.00
	SURPLUS (DEFICIT)		19,325.77

City of Hamilton
CIVIC PINS, MEDALS AND RINGS
Account CH 56126 84010
for the period ended June 30, 1991

REFERENCE NUMBER	DESCRIPTION	AMOUNT \$
-----	-----	-----
131992	10K Ladies Civic Ring	565.77
131992	1 - 10k Man's Civic Ring & 1 - 10k Ladies Ring	409.42
131992	5PT "C" Diamond	97.24
133702	S/S & GF Provincial Champs Pinette	740.48
133702	1-10K Man's Civic Ring & 1-10K Ladies Civic Ring	409.42
133702	10K Ladies Ring	565.77
133702	5PT 'C' Diamond	97.24
135402	2 - Provincial Champs Pinette	740.48
135674	2 - Genuine Ruby & 2 - 'C' Diamond	786.55
136223	1 - MD S/S Ladies Ring & 1 - LA S/S Mans Ring	2,172.94
136910	3 - Genuine Ruby & 2 - 'C' Diamonds	380.29

	Total Actual Expended to Date	6,965.60
	Less: Appropriation	15,000.00

	SURPLUS (DEFICIT)	8,034.40
		=====

City of Hamilton
USE OF CITY HALL-OUTSIDE GROUPS
Account CH 55222 10034
for the period ended June 30, 1991

DATE	DESCRIPTION	AMOUNT \$
-----	-----	-----
91/04/18	City Hall Tours - R. Roe	90.00
91/05/13	Day of Mourning - Sound System	205.79
91/01/12	Overtime-P. Carte, Coalition Against War Middle East	75.02
91/03/07	Overtime - T. Mountain	175.06
91/03/07	Overtime - R. Morrison	73.92
91/03/07	Overtime - D. Geroux	131.81
91/03/07	Overtime - T. Mountain	150.05
91/03/07	Overtime - S. Glover	110.86
91/03/07	Overtime - Paul Carte	75.02
91/04/15	Overtime - M. Langille	104.03
91/04/26	Overtime - T. Mountain	116.83
91/04/26	Overtime - D. Geroux	137.08
91/04/26	Overtime - M. Langille	156.05
91/05/15	Overtime - Property & Maintenance	402.79
91/05/15	Overtime - D. Geroux	281.16
91/05/24	Overtime - T. Mountain	97.36
91/06/07	Overtime - M. Langille & T. Mountain	389.92

	Total Actual Expended to Date	2,772.75
	LESS: Appropriation	3,910.00

	SURPLUS (DEFICIT)	1,137.25
		=====

D(vi)

CITY OF HAMILTON
- INFORMATION -

DATE: 1991 July 15

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. I. R. Hammel
Manager of Accounting

SUBJECT: SUMMARY OF REVENUES AND EXPENDITURES FOR THE SIX
MONTHS ENDED JUNE 30, 1991 COMPARED WITH BUDGET

BACKGROUND:

Attached is a Summary of Revenues, (Pages 1 and 2) and a Summary of Expenditures by Standing Committee (Page 3) for the period ended June 30, 1991, comparing budget actual for 1991 and also comparing the current percentage of actual to budget with the previous year's percentage.

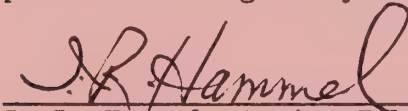
I am sending a copy of this report along with the appropriate financial information to the respective secretaries of the other three standing committees, and other committees, for their review. Each committee report contains Treasury comments.

REVENUES

Pages 1 and 2 - Page 2, Revenues in total for 1991 are slightly higher than 1990, 94.9% vs. 94.5%, however, the position through to year end appears to be stable.

EXPENDITURES

Page 3, Total City Expenditures for 1991 expressed as a percentage of the total approved budget are slightly lower than 1990, 53.3% vs. 55.4%, however, the position through to year end appears to be stable.


I. R. Hammel, Acting Treasurer

Att'd

c.c. Mrs. S. Reeder, Secretary, Planning and Development Committee
Mr. K. Christenson, Secretary, Parks and Recreation Committee
Ms. T. Agnello, Secretary, Transport and Environment Committee
Mr. S. Dembe, Secretary, Hamilton-Scourge Committee
Mr. D. Carson, Executive Assistant to Mayor
Mr. K. Christenson, Secretary, Information Systems Committee

CITY OF HAMILTON

SUMMARY OF THE CITY REVENUES FOR THE PERIOD ENDED JUNE 30, 1991

DESCRIPTION (1)	APPROVED BUDGET (2)	REVENUE TO-DATE (3)	PERCENT REVENUE TO-DATE CURR YR (4)	PERCENT REVENUE TO-DATE PREV YR (5)	BALANCE (6)
PREVIOUS YEAR SURPLUS	750,000	750,000	100.0	100.0	0
TAXATION					
1991 LEVY	404,668,320	404,674,992	100.0	100.0	(6,672)
SUPPLEMENTARY	4,793,800	2,251,008	47.0	27.3	2,542,792
SPECIAL ASSESSMENTS	7,970,540	6,065,906	76.1	75.0	1,904,634
TOTAL TAXATION	417,432,660	412,991,996	98.9	98.6	4,440,664
OTHER REVENUES					
GRANTS, SUBSIDIES	34,386,450	25,653,307	74.6	79.4	8,733,143
TRANSFER FROM RESERVES	1,168,240	1,168,240	100.0	100.0	0
FINANCIAL	607,590	477,785	78.6	49.6	129,805
TOTAL OTHER REVENUES	36,162,280	27,299,332	75.5	79.2	8,862,948

CITY OF HAMILTON

SUMMARY OF THE CITY REVENUES FOR THE PERIOD ENDED JUNE 30, 1991

DESCRIPTION (1)	APPROVED BUDGET (2)	REVENUE TO-DATE (3)	PERCENT REVENUE TO-DATE CURR YR (4)	PERCENT REVENUE TO-DATE PREV YR (5)	BALANCE (6)
USER FEES					
CITY CLERK	1,474,940	909,347	61.7	62.0	565,593
TREASURY-Interest, Tax Penalty	9,179,460	4,876,773	53.1	61.8	4,302,687
PLANNING	115,500	57,410	49.7	46.5	58,090
REAL ESTATE AND PROPERTY AND MAINTENANCE	774,440	424,861	54.9	50.0	349,579
FIRE	80,500	45,113	56.0	48.3	35,387
BUILDING	3,155,500	1,063,533	33.7	43.7	2,091,967
LOCAL ROADS - REGION	46,250	16,496	35.7	24.5	29,754
STREETS AND SANITATION	466,070	291,920	62.6	63.8	174,150
CEMETERIES	1,199,140	458,333	38.2	39.3	740,807
FLEET SERVICES	34,810				34,810
RECREATION & COMMUNITY SERVICES	3,642,000	2,113,206	58.0	64.4	1,528,794
CULTURE	286,400	106,795	37.3	38.6	179,605
TRAFFIC	2,885,940	1,692,881	58.7	44.0	1,193,059
TOTAL USER FEES	23,340,950	12,056,668	51.7	52.6	11,284,282
REPORT TOTAL	477,685,890	453,097,996	94.9	94.5	24,587,894

CITY OF HAMILTON
TREASURY

FINANCE AND ADMINISTRATION COMMITTEE

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE FINANCE AND ADMINISTRATION COMMITTEE
FOR THE PERIOD ENDED JUNE 30, 1991

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR PREV YR (6) (7)	BALANCE (8)
FINANCE AND ADMINISTRATION COMMITTEE						
PARKS AND RECREATION	99,710,710	821,077	56,439,674	57,260,751	57.4	42,449,959
PLANNING AND DEVELOPMENT	23,784,930	353,289	9,755,756	10,109,045	42.5	13,675,885
TRANSPORT AND ENVIRONMENT	6,255,090	7,964	2,970,443	2,978,407	47.6	3,276,583
	25,939,530	187,703	12,989,230	13,176,933	50.8	12,762,597
TOTAL STANDING COMMITTEES	155,690,260	1,370,033	82,155,103	83,525,136	53.6	72,165,124
OTHER SPECIAL COMMITTEES						
HAMILTON SCOURGE PROJECT	156,030		41,190	41,190	26.4	114,840
INFORMATION SYSTEMS	3,620,660	123,245	1,304,576	1,427,821	39.4	2,192,839
MAYOR'S RACE RELATIONS COMMITTEE	12,500		2,501	2,501	20.0	9,999
TOTAL SPECIAL COMMITTEES	3,789,190	123,245	1,348,267	1,471,512	38.8	2,317,678
TOTAL CITY EXPENDITURES	159,479,450	1,493,278	83,503,370	84,996,648	53.3	74,482,802
REGIONAL COUNCIL AND EDUCATIONAL BOARDS						
REGION	117,768,030	58,884,015	58,884,015	117,768,030	100.0	0
BOARD OF EDUCATION	162,315,510	81,157,755	81,157,755	162,315,510	100.0	0
SEPARATE SCHOOL BOARD	38,122,900	19,061,450	19,061,450	38,122,900	100.0	0
TOTAL REGIONAL COUNCIL AND EDUCATIONAL BOARDS	318,206,440	159,103,220	159,103,220	318,206,440	100.0	0
	477,685,890	160,596,498	242,606,590	403,203,088	84.4	74,482,802

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

FINANCE AND ADMINISTRATION COMMITTEE

CITY OF HAMILTON
TREASURYFINANCIAL REPORT OF CURRENT ESTIMATES FOR THE FINANCE AND ADMINISTRATION COMMITTEE
FOR THE PERIOD ENDED JUNE 30, 1991

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
LEGISLATIVE							
CLERK	1,363,410	19,101	700,211	719,312	52.0	48.0	664,098
CHIEF ADMINISTRATIVE OFFICE	2,767,880	18,494	1,287,384	1,305,878	47.2	50.0	1,462,002
FIRE	184,040		89,576	89,576	48.7	47.4	94,464
HUMAN RESOURCES	30,918,880	83,218	13,514,981	13,598,199	44.0	41.9	17,320,681
PROPERTY - REAL ESTATE	2,178,120		1,059,810	1,059,810	48.7	49.1	1,118,310
PROPERTY - ARCHITECTS	616,260	46,301	231,717	278,018	45.1	47.1	338,242
PROPERTY	463,830	463	180,212	180,675			283,155
CENTRAL UTILITIES PLANT	6,430,290	342,691	2,591,993	2,934,684	45.6	43.8	3,495,606
LAW DEPARTMENT	2,868,570	244,726	1,304,465	1,549,191	54.0	52.3	1,319,379
TREASURY - FINANCE	1,749,880	8,178	677,767	685,945	39.2	36.8	1,063,935
TREASURY - PURCHASING	2,982,680	12,703	1,403,259	1,415,962	47.5	46.2	1,566,718
CITY GARAGE	384,830	1,801	149,166	150,967	39.2	44.7	233,863
	0	30,304	(84,222)	(53,918)	0.0	0.0	53,918
TOTAL DEPARTMENT'S	52,464,840	807,517	22,926,107	23,733,624	45.2	43.5	28,731,216
LOCAL BOARDS							
LIBRARY	12,317,960		6,187,687	6,187,687	50.2	51.7	6,130,273
PARKING	77,920		167,377	167,377			(89,457)
H.E.C.F.I.	2,602,180		815,589	815,589	31.3	45.0	1,786,591
TOTAL LOCAL BOARDS	14,920,140		7,003,276	7,003,276	46.9	49.3	7,916,864

CITY OF HAMILTON
TREASURY
FINANCE AND ADMINISTRATION COMMITTEE

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE FINANCE AND ADMINISTRATION COMMITTEE
FOR THE PERIOD ENDED JUNE 30, 1991

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
OTHER BUDGETS							
H.S.P.C.A.	850,890		415,445	415,445	48.8	51.1	435,445
MUNDIALIZATION COMMITTEE	7,790		452	452	5.8	12.8	7,338
STATUS OF WOMEN COMMITTEE	10,950		6,304	6,304	33.0	61.1	4,646
PUBLIC RELATIONS	151,000		43,531	43,531	28.8	36.6	107,469
RECEPTIONS AND PUBLIC EVENTS	89,210	10,800	32,988	43,788	49.1	87.0	45,422
GRANTS	500,000		376,367	376,367	62.7	86.4	223,633
TOTAL OTHER BUDGETS	1,709,840	10,800	875,087	885,887	51.8	63.5	823,953
SUBTOTAL	69,094,820	818,317	30,804,470	31,622,787	45.8	45.5	37,472,033
FINANCIALS							
DEBT CHARGES - LOCAL IMPROVEMENTS	401,720		401,720	401,720	100.0	100.0	
CAPITAL LEVY	6,004,000		6,004,000	6,004,000	100.0	100.0	
PROVISION FOR DEBT RESERVE	15,075,000		15,075,000	15,075,000	100.0	100.0	
PROVISION FOR OTHER RESERVES	2,635,100		1,646,321	1,646,321	62.5	74.7	988,779
FINANCIAL - VARIOUS	4,134,400	2,760	2,270,835	2,273,595	55.0	55.8	1,860,805
CONTINGENCY	1,752,330						1,752,330
MISCELLANEOUS	613,340	0	237,328	237,328	38.7	37.6	376,012
TOTAL FINANCIALS	30,615,890	2,760	25,635,204	25,637,964	83.7	89.4	4,977,926

CITY OF HAMILTON
TREASURY

FINANCE AND ADMINISTRATION COMMITTEE

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE FINANCE AND ADMINISTRATION COMMITTEE
FOR THE PERIOD ENDED JUNE 30, 1991

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PREV YR (7)	BALANCE (8)
TOTAL FINANCE & ADMINISTRATION COMMITTEE	99,710,710	821,071	56,439,674	57,260,751	57.4	58.9	42,449,959

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments, local boards and other accounts on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

HAMILTON SCOURGE PROJECT

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR SPECIAL COMMITTEES OF COUNCIL
FOR THE PERIOD ENDED JUNE 30, 1991

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
HAMILTON SCOURGE PROJECT	156,030	0	41,190	41,190	26.4	29.4	114,840
	156,030	0	41,190	41,190	26.4	29.4	114,840

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

INFORMATION SYSTEMS

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR SPECIAL COMMITTEES OF COUNCIL
FOR THE PERIOD ENDED JUNE 30, 1991

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)		PERCENT EXPENDED CURR YR PREV YR (6) (7)		BALANCE (8)
INFORMATION SYSTEMS	3,620,660	123,245	1,304,576	1,427,821	39.4	40.0		2,192,839
	3,620,660	123,245	1,304,576	1,427,821	39.4	40.0		2,192,839

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

MAYOR'S RACE RELATIONS COMMITTEE

CITY OF HAMILTON
TREASURYFINANCIAL REPORT OF CURRENT ESTIMATES FOR SPECIAL COMMITTEES OF COUNCIL
FOR THE PERIOD ENDED JUNE 30, 1991

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERV YR (7)	BALANCE (8)
MAYOR'S RACE RELATIONS COMMITTEE	12,500		2,501	2,501	20.0	31.5	9,999
	12,500	0	2,501	2,501	20.0	31.5	9,999

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

PLANNING AND DEVELOPMENT COMMITTEE

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE PLANNING AND DEVELOPMENT COMMITTEE
FOR THE PERIOD ENDED JUNE 30, 1991

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6) PREV YR (7)	BALANCE (8)
BUILDING PLANNING BY REGION	4,316,330	7,964	2,008,655	2,016,619	46.7	2,299,711
COMMITTEE OF ADJUSTMENT	1,923,570		961,788	961,788	50.0	961,782
HAM. HOUSING DEFICIT	11,000					11,000
MAYOR'S AWARD PROGRAM	2,990					2,990
	1,200					1,200
	6,255,090	7,964	2,970,443	2,978,407	47.6	3,276,683

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

PARKS AND RECREATION COMMITTEE

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE PARKS AND RECREATION COMMITTEE
FOR THE PERIOD ENDED JUNE 30, 1991

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6) PREV YR (7)	BALANCE (8)	
CEMETERIES	2,794,810	47,359	1,131,807	1,179,166	42.2	43.4	1,615,644
PARKS	9,349,780	144,291	4,118,919	4,263,210	45.6	47.6	5,086,570
RECREATION	10,077,230	112,720	3,926,260	4,038,980	40.1	43.4	6,038,250
CULTURE	1,466,030	45,919	555,593	601,512	41.0	41.9	864,518
HAMILTON VETERANS COMMITTEE	16,260	3,000	2,972	5,972	36.7	25.6	10,288
WATERFRONT PROJECT	80,820	0	20,205	20,205	25.0	47.8	60,615
	23,784,930	353,289	9,755,756	10,109,045	42.5	45.0	13,675,885

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

TRANSPORT AND ENVIRONMENT COMMITTEE

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE TRANSPORT AND ENVIRONMENT COMMITTEE
FOR THE PERIOD ENDED JUNE 30, 1991

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR PREV YR (6) (7)	BALANCE (8)
TRAFFIC						
PUBLIC WORKS	4,974,310	40,077	2,510,811	2,550,888	51.3	2,423,422
FLEET SERVICES	17,160,080	76,333	9,217,034	9,293,367	54.2	7,866,713
SERVICES PURCHASED FROM THE REGION - LOCAL ROADS		71,293	(35,024)	36,269		(36,269)
	3,729,040		1,258,357	1,258,357	33.7	2,470,683
- POLLUTION CONTROL	76,100		38,052	38,052	50.0	38,048
	25,939,530	187,703	12,989,230	13,176,933	50.8	12,762,597

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

D(vii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 22

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. Roy Hammel
Acting Treasurer
Treasury Department

SUBJECT: STATUS OF CAPITAL PROJECTS AS AT MAY 31, 1991

RECOMMENDATION:

- (a) That the Summary of Capital Projects in Progress as at May 31, 1991 be approved and forwarded to City Council for their information.
- (b) That the following projects are being removed from this Status Report because they have been satisfactorily completed and, will be deleted from our records as at July 31, 1991:

<u>No.</u> (1)	<u>Description</u> (2)	<u>Gross Cost</u> (3)
108	High Level Bridge Street Lighting	155,000
114	Albright Road Extension	104,000
267	Public Works Equipment - Vacalls, Steam Jenny, Elephant Vacs	222,000
268	Underground Fuel Tanks - Various Locations	130,000
352	King's Forest Parking Lot Improvements	96,000
353	Bocci Courts at McCulloch, Manson and Rosedale	45,000
385	Floodlighting - Sam Manson Park	86,000
387	Gage Park - Perennial Borders	22,000
392	Churchill Lawn Bowling Club - Lighting System and Replacement	31,000
702	Downtown Action Plan - Phase II	1,603,000
704	James Street North Streetscape	1,994,000


I. R. Hammel

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendations.

1991 July 22

Mr. J. D. Thompson, Secretary
Finance and Administration Committee - Page 2

BACKGROUND:

I enclose a twelve-page summary on the status of the 147 Capital Projects as at May 31, 1991 along with supporting information for those projects which are either not on the construction or budget target (or both) as indicated in columns (8) and (9).

Please note in column (4) that any project that has an asterisk indicates that the finish date has been changed by the Department Head since the last reporting to this Committee. The former date can be referenced by the Item No. in your three-ring binder.

Encls.

c.c. Mr. Lou Sage, Chief Administrative Officer
Management Team

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS

Item No. (1)	Project Description (2)	as at May 31, 1991 (000's)					Is the Project on Target?			Centre Number (10)
		Month/Year of Project		Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Yes or No			
		Start (3)	Finish (4)				Timing (8)	Budget (9)		
(1-50)	<u>General Administration</u>									
4	Office Renovation - Treasury Dept.	1991	1992	400	-	400	Yes	Yes	CF 319141005	
5	Security Improvements - City Hall	9/91	12/91	100	-	100	Yes	Yes	CF 319141004	
6	Construction Cost for Accommodation - City Hall	10/91	3/92	100	-	100	Yes	Yes	CF 319141003	
7	Replacement of Pool Filtration System - Central Memorial Recreation Centre	06/91	09/91	200	140	60	Yes	Yes	CF 319151002	
8A	Major Maintenance to Civic Buildings	1991	1992	750	-	750	Yes	Yes	CF 319141001	
8B	Relocation of Info. Systems Computer	1991	1992				No	Yes	CF 319141001	
8C	Sprinkler System-Central Services Bldg	1991	1992				Yes	Yes	CF 319141001	
9	Data Base and Fourth Generation Computer	1/86	12/93	550	348	202			CF 268651002	
10	Alterations to Recreational Buildings for Handicapped Access	09/86	6/92	100	15	85	No	Yes	CF 708641003	
11	Energy Conservation Projects	05/86	12/91*	50	39	11	Yes	Yes	CF 328641001	
13	Workstation Furniture (1989)	1/89	12/91	75	62	13			CF 268951001	
17	Treasury Department - Computer Software	08/87	12/91*	142	57	85	Yes	Yes	CF 268751002	
25	Computer Software	11/88	12/92	125	16	109	Yes	Yes	CF 258851002	
27	Computer Environment Improvements	11/88	12/91*	50	4	46	Yes	Yes	CF 258851001	
33	Computer Software Project	1/90	12/92	150	5	145	Yes	Yes	CF 259051015	
35	Energy Conservation Project	11/89	1991	50	47	3	Yes	Yes	CF 318941016	
36	Major Maintenance To City-Owned Buildings	10/89	1991*	250	94	156	Yes	Yes	CF 319041003	

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS
(000's)
as at May 31, 1991

Item No. (1)	Project Description (2)	Month/Year of Project		Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Is the Project on Target?		Centre Number (10)
		Start (3)	Finish (4)				Yes or No		
							Timing (8)	Budget (9)	
(1-50)	General Administration-Ctd.								
37	Computer Software	01/90	12/91*	125	11	114	Yes	Yes	CF 259051013
38	Accommodation Requirements - Law Department	05/91*	11/91*	175	33	142	Yes	Yes	CF 319041004
39	Hamilton Housing Company - Macassa Park Apts. - Replace Heating and Electrical System	1991*	1991*	165	-	165	Yes	Yes	CF 319041005
40	Asbestos Abatement Program	1990	1992	550	19	531	Yes	Yes	CF 319041007
42	Computer Workstation Furniture	01/90	12/91*	50	34	16	Yes	Yes	CF 259051012
43	Accommodation Requirements - City Hall	1991*	1992*	150	-	150	Yes	Yes	CF 319041002
46	Major Maintenance to Civic Buildings - 1989 Allocation	10/89	1991	250	75	175	Yes	Yes	CF 318941003
(51-100)	Protection to Persons & Property								
52	Fire Station - Upper Sherman and Fennell - Land Acquisition	05/91	05/92	800	-	800	Yes	Yes	CF 489150001
53	Computer Aided Dispatch	06/91	12/93	1,300	-	1,300	Yes	Yes	CF 489151003

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS

as at May 31, 1991 (000's)									
Item No. (1)	Project Description (2)	Month/Year of Project		Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Is the Project on Target?		Centre Number (10)
		Start (3)	Finish (4)				Timing (8)	Budget (9)	
(51-100) Protection to Persons & Property-Ctd.									
54	Breathing Apparatus Conversion	04/91	1993	750	53	697	Yes	Yes	CF 489151004
55	Public Safety Trunking Radio	10/91	03/93	2,500	2	2,498	Yes	Yes	CF 489151023
56	Fire Stn. Stone Church & Upper Wellington - Construction	05/89	05/91	1,400	1,376	24	Yes	Yes	CF 488941001
(101-150) Engineering									
102	1991 Reconstruction Program	01/91	12/92	9,400	7,848	1,552	Yes	Yes	CF 529142001
103	Road Access - Riverdale East Neighbourhood	08/86	12/91*	445	278	167	Yes	Yes	CF 528643006
104	1991 Catch Basin and Drain Connection	01/91	12/91	160	-	160	Yes	Yes	CF 529149005
105	Storm Management Projects	09/91	12/91	127	-	127	Yes	Yes	CF 529149006
109	1988 Reconstruction Program	01/88	12/91*	7,695	7,432	263	Yes	Yes	CF 528842001 to CF 528842047
110	Replacement of Traffic Operations Centre	09/88	03/92	6,830	5,170	1,660	Yes	Yes	CF 758841001
111	Greenhill Ave. Construction of Finished Roadway, Curbs & Sidewalks	08/88	12/91*	860	626	234	Yes	Yes	CF 528843002
112	Storm Drainage Projects	12/88	12/91	180	66	114	Yes	Yes	CF 528849001
113	1989 Reconstruction Program	01/89	12/91	8,200	7,063	1,137	Yes	Yes	CF 528942001 to CF 528942056

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS

Item No. (1)	Project Description (2)	as at May 31, 1991 (000's)					Is the Project on Target? Yes or No			Centre Number (10)
		Month/Year of Project		Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Timing (8)	Budget (9)		
		Start (3)	Finish (4)							
		(101-150) Engineering - Ctd.								
115	1990 Reconstruction Program	03/90	12/92*	8,800	7,936	864	Yes	Yes	CF 529042001	
116	Catch Basin and Drain Connections	03/90	12/91	150	-	150	Yes	Yes	CF 529043007	
(201-250) Parking Authority										
201	Parking Facilities - Property Acquisition	02/84	Unknown	1,700	1,431	269	No	Yes	CF 708445001	
202	Construction of Parking Facilities	09/85	1991	590	585	5	Yes	Yes	CF 908545001	
211	Upgrade Existing Parking Facilities	1990	1991*	100	78	22	Yes	Yes	CF 909045003	
212	Study and Design - Existing and Future Parking Projects	1990	1991*	50	-	50	Yes	Yes	CF 909045004	
214	Land Acquisition - Various	1990	1991*	400	300	100	Yes	Yes	CF 909045006	
216	Land Acquisition General	1991	1991	400	-	400	No	No	CF 909145001	
217	Demolition and Site Preparation	1991	1992	275	-	275	Yes	Yes	CF 909145002	
218	Upgrading of Existing Parking Facilities	1991	1992	100	32	68	Yes	Yes	CF 909145003	
219	Study and Design - Existing and Future Parking Projects	1991	1992	50	-	50	Yes	Yes	CF 909145004	

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS
(000's)

Item No. (1)	Project Description (2)	as at May 31, 1991					Is the Project on Target?			Centre Number (10)
		Month/Year of Project		Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Yes or No			
		Start (3)	Finish (4)				Timing (8)	Budget (9)		
(251-300) Department of Public Works										
252	New Equipment - Sander Wing Plow Unit									CF 609151005
253	New Equipment - Street Sweeper		12/91	90	-	90	Yes	Yes		
254	New Equipment - Self Mounted and Power Road Direction		12/91*	130	-	130	Yes	Yes		CF 609151006
255	New Equipment - Concrete Grinder		09/91	50	32	18	Yes	Yes		CF 609151007
256	Concrete Resource Recovery Pit - Bernie Harbour Court Yard		12/91	35	-	35	Yes	Yes		CF 609151008
257	Major Maintenance Grounds	05/91	12/91	300	-	300	Yes	Yes		CF 609151009
258	Hydro Street Lighting Conversion to High Pressure Sodium			50	-	50				CF 609143011
259	Various Lots - Construction/Repairs	05/91	12/91	1,102	-	1,102	Yes	Yes		CF 609143007
260	Fleet Services - Shop Equipment			114	26	88	Yes	Yes		CF 609145012
269	Renovations to Office & Yard & Ventillation System		12/91	39	32	7	Yes	Yes		CF 649151010
270	- Fleet Services	03/90	12/91*	169	113	56	Yes	Yes		CF 649041012
271	Upper Ottawa Depot	03/90	12/91	359	38	321	Yes	Yes		CF 609041009
272	Construct/Repair Parking Lots	03/90	08/91*	107	95	12	Yes	Yes		CF 629045009
	Emergency Crest Stabilization	04/90	12/91*	429	368	61	Yes	Yes		CF 629049003

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS

as at May 31, 1991 (000's)									
Item No. (1)	Project Description (2)	Month/Year of Project		Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Is the Project on Target?		Centre Number (10)
		Start (3)	Finish (4)				Timing (8)	Yes or No Budget (9)	
(301-350) Department of Culture & Recreation									
301	Pier Four Park - Harbour Front	09/91	12/93	1,000	-	1,000	Yes	Yes	CF 419154007
302	Huntington Park Renovation/Retrofit	01/92	10/92	3,200	-	3,200	Yes	Yes	CF 709141016
303	Hamilton Tennis Building Replacement	1991	unknown	300	-	300	Yes	Yes	CF 709141006
304	Dundurn Cockpit Restoration	07/91	1993	260	-	260	Yes	Yes	CF 719141008
305	Whitehern Restoration	07/91	1993	500	-	500	Yes	Yes	CF 719141007
306	Dundurn Castle Restoration	07/91	1993	600	-	600	Yes	Yes	CF 719141002
307	Hamilton Playstructure Development	1991	1995	200	104	98	Yes	Yes	CF 709152001
309	West Mountain Twin Pad Arena	1990	1992	9,668	38	9,630	No	No	CF 709041012
311	Bike Paths (Phases 2, 3 & 4)	05/87	Unknown*	990	143	847	Yes	Yes	CF 708743001-002
315	Senior Citizens Drop-In-Centre (Lake Avenue)	05/88	12/91	100	8	92	Yes	Yes	CF 708941003
318	Y.W.C.A. Capital Grant (1989 to 1993)	01/89	12/93	750	300	450	Yes	Yes	CF 259041006
319	Hamilton Playstructure Development - 1991			200	104	96	N/A	Yes	CF 709152001
321	Senior Citizens Centre	11/90	11/92	3,500	183	3,317	No	No	CF 709041013
322	Twinning Mountain Arena	1990	1990	2,012	1,857	155	Yes	Yes	CF 709041011

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS

Item No. (1)	Project Description (2)	as at May 31, 1991 (000's)					Is the Project on Target?			Centre Number (10)
		Month/Year of Project		Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Yes or No			
		Start (3)	Finish (4)				Timing (8)	Budget (9)		
(351-400) Parks Division										
351	Renovate Chedoke Golf Course Parking Lot		10/91*	204	99	105	Yes	Yes	CF 628945001	
356	Chedoke Golf Course Storage and Workshop	06/86	06/92	161	-	161	No	Yes	CF 628641001	
357	Ivor Wynne Stadium Artificial Turf Replacement	05/91	06/91	1,405	1,208	197	Yes	Yes	CF 629154008	
358	Gage Park Pathway Lighting Phase III	06/91	09/91	31	-	31	Yes	Yes	CF 629154006	
359	Victoria Park Floodlighting	03/91	05/91	55	-	55	Yes	Yes	CF 629154005	
360	Park Development and Redevelopment by Priority	01/91	06/92	1,214	-	1,214	Yes	Yes	CF 629154004	
361	Chedoke Golf Course - Repair to Gabion Wall	1991	1992	60	-	60	Yes	Yes	CF 629154003	
362	Ivor Wynne Stadium - Replace Lighting	1991	1991	52	-	52	Yes	Yes	CF 629154002	
363	Mohawk Sports Park Construction of Utility Building	07/87	10/91*	222	193	29	Yes	Yes	CF 628754001/004	
364	Ivor Wynne Stadium Renovations and Repairs	1991	1991	159	-	159	Yes	Yes	CF 629154001	
365	Mohawk Sports Park Floodlighting and Bleachers - Track Review	1991	1991	470	-	470	Yes	Yes	CF 619154011	

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS

Item No. (1)	Project Description (2)	as at May 31, 1991 (000's)					Is the Project on Target? Yes or No Timing (8)	Budget (9)	Centre Number (10)
		Month/Year of Project		Gross Cost (5)	Expended and Committed (6)	Balance Available (7)			
		Start (3)	Finish (4)						
(351-400) Parks Division-Ctd.									
368	Mountain Drive Park Repairs	05/88	12/91*	100	24	76	Yes	Yes	CF 628854003
372	T.B. McQueston Park Development - Stage 1	05/88	12/92	50	40	10	Yes	Yes	CF 628854004
378	Mohawk Sports Park, Irrigation System, Bleachers and Floodlighting	05/89	12/92	400	143	257	Yes	Yes	CF 628954001
379	Sam Lawrence Park - Upgrading	05/89	12/93	2,325	442	1,883	Yes	Yes	CF 628954002
381	Park Development and Redevelopment by Priority	05/89	10/91*	488	459	29	Yes	Yes	CF 628954007
384	Renovations/Repairs - Ivor Wynne Stadium	03/90	08/91*	345	179	166	Yes	Yes	CF 629054017
386	Park Development and Redevelopment	03/90	08/91*	1,288	895	393	Yes	Yes	CF 629054012
388	Red Hill Creek Master Plan Implementation	03/90	06/91	1,157	109	-1,048	Yes	Yes	CF 629054013
389	T.B. McQueston Park Development	03/90	? *	170	136	34	Yes	Yes	CF 629054014
390	Fieldhouse - Mohawk Sports Park	03/90	12/91	440	29	411	Yes	Yes	CF 629054018
391	Facilities Building - Gage Park	03/90	12/91*	460	35	425	Yes	Yes	CF 629054019
393	Mountain Park - Crest Stabilization Plan	03/90	12/92	250	-	250	Yes	Yes	CF 629049004

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS

as at May 31, 1991 (000's)									
Item No. (1)	Project Description (2)	Month/Year of Project		Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Is the Project on Target?		Centre Number (10)
		Start (3)	Finish (4)				Timing (8)	Yes or No (9)	
(401-450) H.E.C.F.I.									
(401-410) Corporate									
402	Automated Facilities Management System - Corporate	04/91	12/91	75	-	75	Yes	Yes	CF 929151020
405	Automated Facilities Management Computer System	10/90	12/91	75	25	50	Yes	Yes	CF 929051008
406	T.V. Monitor Message System	06/89	12/91*	50	-	50	Yes	Yes	CF 928941007
(411-420) Copps Coliseum									
411	Victor K. Copps Trade Centre/Arena Renovations	08/83	12/91	41,429	40,616	813	Yes	Yes	CF 928341001-019
412	New Equipment & Renovations	07/87	12/91	130	89	41	Yes	Yes	CF 928741001
413	New Equipment	04/88	12/91	120	88	32	Yes	Yes	CF 928841002
414	New Equipment & Renovations	06/89	12/91	97	82	15	Yes	Yes	CF 928941004
415	Private Boxes - Study	09/90	12/91	50	29	21	Yes	Yes	CF 929051002
416	Satellite Dish	10/90	12/91	100	2	98	No	Yes	CF 929051003
417		10/90	09/91	130	84	46	Yes	Yes	CF 929051004
(421-430) Hamilton Place									
421	Great Hall Sound Console	11/88	12/91	202	77	125	Yes	Yes	CF 928851003
422	Great Hall Banners	05/89	**	130	3	127	No	Yes	CF 928941001
423	Furniture, Equipment & Renovations	07/90	12/91	160	156	4	Yes	Yes	CF 929051005

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS

Item No. (1)	Project Description (2)	as at May 31, 1991 (000's)					Is the Project on Target?			Centre Number (10)
		Month/Year of Project		Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Yes or No			
		Start (3)	Finish (4)				Timing (8)	Budget (9)		
(401-450) H.B.C.F.I.-Ctd.										
(421-430) Hamilton Place-Ctd.										
424	Great Hall Banners	09/90	**	570	-	570	No	Yes	CF 929041011	
425	Great Hall Sound & Lighting Equipment & Chairs	09/91	09/92	83	-	83	Yes	Yes	CF 929151016	
426	Studio Theatre Equipment & Chairs	05/91	05/92	80	34	46	Yes	Yes	CF 929151021	
427	Various Equipment & Renovations	09/91	09/92	65	-	65	Yes	Yes	CF 929151022	
(431-440) Convention Centre										
433	Equipment & Renovations	06/89	12/91	320	280	40	Yes	Yes	CF 928941006	
434	Furniture, Equipment, Renovations	07/90	12/91	62	7	55	Yes	Yes	CF 929051007	
435	Revisions, Replacements for Building & Equipment	09/91	09/92	75	-	75	Yes	Yes	CF 929151015	
437	Equipment & Renovations	09/91	09/92	10	-	10	Yes	Yes	CF 929151017	
(441-450) C.U.P.										
442	Replacement and Overhaul - Equipment	06/89	09/91*	115	102	13	Yes	Yes	CF 928941005	
443	Equipment & Renovations	07/90	09/91*	90	87	3	Yes	Yes	CF 929041001	
444	City Hall - Fan Plenum Retrofit	09/91	06/92	90	-	90	Yes	Yes	CF 929151011	
445	Hamilton Convention Centre - Light Control	10/91	04/92	25	-	25	Yes	Yes	CF 929151012	
446	City Hall - Additional Transformer	10/91	06/92	50	-	50	Yes	Yes	CF 929151013	
447	Capital Replacements/Revisions & New Equipment	02/91	06/92	70	33	37	Yes	Yes	CF 929151014	

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS

(000's)

as at May 31, 1991

Item No. (1)	Project Description (2)	Month/Year of Project		Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Is the Project on Target?		Centre Number (10)
		Start (3)	Finish (4)				Timing (8)	Budget (9)	
(451-500) Hamilton & Scourge									
452	Laboratory Facility & Equipment	06/89	12/90	150	1	149	Yes	Yes	CF 738841002
453	Hamilton & Scourge - Jason Project	03/90	03/91	410	389	21	Yes	Yes	CF 738904001
(501-550) Hamilton Public Library Board									
502	Automation and Collection Access: Phase III	1991		223	-	223			CF 919151019
503	Terryberry Library Addition - 2nd Floor	08/87	07/91*	2,471	1,962	509	Yes	Yes	CF 918741001
504	Office Automation - 1991 Phase			75	-	75			CF 919151018
508	Furniture & Equipment - Office Computerization	09/88	08/91*	40	8	32	Yes	Yes	CF 918851002
509	Furniture & Equipment - Office Computerization	06/89	07/91*	20	12	8	Yes	Yes	CF 918941010
510	Furniture & Equipment - Office Automation	09/90	02/91*	13	4	9	Yes	Yes	CF 919051008
511	Automation of Information Files	09/90	12/91	131	14	117	Yes	Yes	CF 919051009
512	Office Automation	09/90	08/91*	72	64	8	Yes	Yes	CF 919051010
513	Automation & Collection Access - Phases II-V	09/90	12/91*	181	55	126	Yes	Yes	CF 919051011
514	Sherwood Library Branch Relocation	05/90	08/91*	358	348	8			CF 919041014
515	Library - Land Acquisition South East Mountain	06/90	12/91	555	45	510	Yes	Yes	CF 919041010

**City of Hamilton
Treasury**

SUMMARY OF CAPITAL PROJECTS IN PROGRESS
(000's)

Item No. (1)	Project Description (2)	as at May 31, 1991				Is the Project on Target? Yes or No	Centre Number (10)
		Month/Year of Project		Expended and Committed (6)	Balance Available (7)		
		Start (3)	Finish (4)				
(601-650) Planning							
601	Enclaves Clearance	08/87	12/91	3,000	1,669	1,331	Yes
(701-750) Community Development							
701	Downtown Action Plan - Phase III B	07/86	12/91*	1,300	1,241	59	Yes
706	Downtown Action Plan - Phase IV	05/87	12/92*	1,199	787	412	Yes
707	O.N.I.P. Corktown/Stinson	05/87	12/91*	1,028	1,000	28	Yes
708	Facade Improvement Programme	07/87	12/90	800	481	319	Yes
711	Commercial Improvement Programme	08/87	12/91	2,500	943	1,557	Yes
715	P.R.I.D.E. Programs - Crown						Yes
717	Point West/Stipeley - Phase II	05/89	12/92	700	210	490	Yes
	Central/Beasley Housing Intensification Program	1990	1993	1,860	-	1,860	Yes
718	P.R.I.D.E. Program - Beasley/Central	1990	1992	627	54	573	Yes
719	Barton Street Demonstration Loan Program	11/90	Unknown	200	-	200	Yes
				157,943	99,788	58,155	

Notes: * Indicates date has changed from previous reporting.
 ** City Treasurer is suggesting these funds be used for

22 July 1991

STATUS REPORT - CAPITAL PROJECT

as at May 31, 1991

ACT NAME: MAJOR MAINTENANCE TO CIVIC BUILDINGS

(A) TO BE COMPLETED BY THE TREASURY DEPARTMENT:

1. Five Year Capital Budget Program - 1991-1995:

(a) Project No. 7.0

(b) Date of City Council Approval - January 29, 1991

(c) Source of Financing:	(i) Debenture	\$750,000
	(ii) Reserve/Capital Levy	\$
	(iii) Other:	\$

GROSS COST OF PROJECT

\$ _____

(d) Status of Work-In-Progress Account

Centre No. CF319141001

Expended & Committed to date _____

BALANCE AVAILABLE\$750,000

NOTES: O.M.B. approval pending.

(B) TO BE COMPLETED BY THE DEPARTMENT CONTROLLING THE PROJECT:

2. Month/Year of Project - Start: _____ Finish: _____

3. Name of the Department _____

4. Is the project progressing as scheduled per 1(c) above? Yes ____ No ____
 If no, explain. *refer attached*

5. Is the project within the budget allocation? Yes ____ No ____
 If no, explain.

(C) TO BE COMPLETED BY THE DEPARTMENT INITIATING THE PROJECT

6. (a) What is the maintenance cost of this project once it is completed - \$ _____

(b) Is the amount the same as per approved five year capital budget program? Yes ____ No ____
 If no, explain.

7. The first year in which the City current budget is affected - _____

8. Will it create any new City jobs once completed? Yes ____ No ____
 If yes, quote the number of new City employees' - _____

NOTE

\$750,000 is comprised of three different distinct projects.

(1) Major Maintenance - \$300,000.00

(B) TO BE COMPLETED BY THE DEPARTMENT CONTROLLING THE PROJECT:

2. Month/Year of Project - Start: 1991 Finish: 1992

3. Name of the Department Property Department

4. Is the project progressing as scheduled Yes X No _____
per 1(c) above?
If no, explain. Yes, pending OMB approval.
Projects will be delayed
if approval not forthcoming
shortly.

5. Is the project within the budget allocation? Yes X No _____
If no, explain.

(C) TO BE COMPLETED BY THE DEPARTMENT INITIATING THE PROJECT:

6. (a) What is the maintenance costs of this
project once it is completed \$

(b) Is the amount the same as per approved
five year capital budget program? Yes X No _____
If no, explain.

7. The first year in which the City current
budget is affected -

8. Will it create any new City jobs once
completed? Yes _____ No X
If yes, quote the number of new City
employees' -

(2) Relocation of Information Systems Computer - \$150,000.00

(B) TO BE COMPLETED BY THE DEPARTMENT CONTROLLING THE PROJECT:

2. Month/Year of Project - Start: 1991 Finish: January 1992

3. Name of the Department Property Department

4. Is the project progressing as scheduled Yes X No
per 1(c) above?
If no, explain.

5. Is the project within the budget allocation? Yes No X
If no, explain. Initial estimate indicates
funding inadequate. Final
design and estimate to be
undertaken by consultant.

(C) TO BE COMPLETED BY THE DEPARTMENT INITIATING THE PROJECT:

6. (a) What is the maintenance costs of this
project once it is completed \$

(b) Is the amount the same as per approved
five year capital budget program? Yes No X
If no, explain.

7. The first year in which the City current
budget is affected -

8. Will it create any new City jobs once
completed? Yes No X
If yes, quote the number of new City
employees' -

(3) Sprinkler System - Central Services Building - \$300,000.00

(B) TO BE COMPLETED BY THE DEPARTMENT CONTROLLING THE PROJECT:

2. Month/Year of Project - Start: 1991 Finish: January 1992

3. Name of the Department Property Department

4. Is the project progressing as scheduled Yes X No _____
per 1(c) above?
If no, explain. Yes, pending OMB approval.

5. Is the project within the budget allocation? Yes X No _____
If no, explain.

(C) TO BE COMPLETED BY THE DEPARTMENT INITIATING THE PROJECT:

6. (a) What is the maintenance costs of this project once it is completed \$

(b) Is the amount the same as per approved five year capital budget program?
If no, explain.

Yes X No _____

7. The first year in which the City current budget is affected -

8. Will it create any new City jobs once completed?

Yes _____ No X

If yes, quote the number of new City employees' -

no. 782
J5/24STATUS REPORT - CAPITAL PROJECT

as at May 31, 1991

PROJECT NAME: ALTERATIONS TO RECREATIONAL BUILDINGS FOR HANDICAPPED ACCESS

(A) TO BE COMPLETED BY THE TREASURY DEPARTMENT:

1. Five Year Capital Budget Program - 1986-1990:

(a) Project No. 36302

(b) Date of City Council Approval - May 27, 1986

(c) Source of Financing:	(i) Debenture	\$
	(ii) Reserve/Capital Levy	\$100,000
	(iii) Other:	\$

<u>GROSS COST OF PROJECT</u>	<u>\$100,000</u>
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(d) Status of Work-In-Progress Account

Centre No. CF708641003

Expended & Committed to date	<u>15,103</u>
------------------------------	---------------

<u>BALANCE AVAILABLE</u>	<u>\$ 84,897</u>
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NOTES:

(B) TO BE COMPLETED BY THE DEPARTMENT CONTROLLING THE PROJECT:

2. Month/Year of Project - Start: 09/86

Finish: 06/92
12/90

3. Name of the Department Property - Architectural Division

4. Is the project progressing as scheduled per 1(c) above? Yes No X
 If no, explain. *A program to improve handicapped access to Rec. Bldgs is being considered & within the next few months we expect to present a report in this regard for Councils review.*
5. Is the project within the budget allocation? Yes X No
 If no, explain.

(C) TO BE COMPLETED BY THE DEPARTMENT INITIATING THE PROJECT

6. (a) What is the maintenance cost of this project once it is completed - \$N/A

(b) Is the amount the same as per approved five year capital budget program?
If no, explain.Yes X No

7. The first year in which the City current budget is affected - N/A

8. Will it create any new City jobs once completed?
If yes, quote the number of new City employees' -Yes No X

STATUS REPORT - CAPITAL PROJECT

as at May 31, 1991

PROJECT NAME: PARKING FACILITIES - PROPERTY ACQUISITION (TRADE CENTRE ARENA)

(A) TO BE COMPLETED BY THE TREASURY DEPARTMENT:

1. Five Year Capital Budget Program - 1986-1990:

(a) Project No. 34413

(b) Date of City Council Approval - February 14, 1984

(c) Source of Financing:	(i) Debenture	\$1,700,000
	(ii) Reserve/Capital Levy	\$
	(iii) Other:	\$

<u>GROSS COST OF PROJECT</u>	<u>\$1,700,000</u>
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(d) Status of Work-In-Progress Account

Centre No. CF708445001

Expended & Committed to date	<u>1,420,783</u>
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<u>BALANCE AVAILABLE</u>	<u>\$ 269,217</u>
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NOTES:

(B) TO BE COMPLETED BY THE DEPARTMENT CONTROLLING THE PROJECT:

2. Month/Year of Project - Start: 02/84 Finish: Unknown

3. Name of the Department Property Real Estate Division

4. Is the project progressing as scheduled per 1(c) above? Yes ☐ No ☒
 If no, explain. *Properties basically Acquired & Balance could be used to purchase other properties if & when they become available.*

5. Is the project within the budget allocation? Yes ☒ No ☐
 If no, explain.

(C) TO BE COMPLETED BY THE DEPARTMENT INITIATING THE PROJECT

6. (a) What is the maintenance cost of this project once it is completed - \$NIL

(b) Is the amount the same as per approved five year capital budget program? Yes ☒ No ☐
 If no, explain.

7. The first year in which the City current budget is affected - N/A

8. Will it create any new City jobs once completed? Yes ☐ No ☒
 If yes, quote the number of new City employees' -

A No. 782
/05/24

STATUS REPORT - CAPITAL PROJECT

as at May 31, 1991

PROJECT NAME: LAND ACQUISITION GENERAL

(A) TO BE COMPLETED BY THE TREASURY DEPARTMENT:

1. Five Year Capital Budget Program - 1991-1995:

(a) Project No. 55.0

(b) Date of City Council Approval - January 29, 1991

(c) Source of Financing:	(i) Debenture	\$
	(ii) Reserve/Capital Levy	\$400,000
	(iii) Other:	\$

<u>GROSS COST OF PROJECT</u>	<u>\$400,000</u>
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(d) Status of Work-In-Progress Account

Centre No. CF909145001

Expended & Committed to date

<u>BALANCE AVAILABLE</u>	<u>\$400,000</u>
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NOTES:

(B) TO BE COMPLETED BY THE DEPARTMENT CONTROLLING THE PROJECT:

2. Month/Year of Project - Start: 1991 Finish: 1991

3. Name of the Department

4. Is the project progressing as scheduled per 1(c) above? Yes ___ No XIf no, explain. *Various properties are now under evaluation.*5. Is the project within the budget allocation? Yes X No XIf no, explain. *THE PROPERTIES UNDER CONSIDERATION ARE PRICED WELL IN EXCESS OF THE ALLOCATION. MAY HAVE TO GO FURTHER INTO THE RESERVE FOR OFF-STREET PARKING A/C.*

(C) TO BE COMPLETED BY THE DEPARTMENT INITIATING THE PROJECT

6. (a) What is the maintenance cost of this project once it is completed - \$ N/A AT THIS TIME(b) Is the amount the same as per approved five year capital budget program? Yes X No ___
If no, explain.

7. The first year in which the City current budget is affected -

8. Will it create any new City jobs once completed? Yes ___ No X

If yes, quote the number of new City employees' -

B. 782
5/24STATUS REPORT - CAPITAL PROJECT

as at May 31, 1991

PROJECT NAME: WEST MOUNTAIN TWIN PAD ARENA

(A) TO BE COMPLETED BY THE TREASURY DEPARTMENT:

1. Five Year Capital Budget Program - 1990-1994:

(a) Project No. 53.0

(b) Date of City Council Approval - March 16/90, May 29/90, June 26/90
November 13, 1990

(c) Source of Financing:	(i) Debenture	\$9,668,000
	(ii) Reserve/Capital Levy	\$
	(iii) Other:	\$

GROSS COST OF PROJECT\$9,668,000

(d) Status of Work-In-Progress Account

Centre No. CF709041012

Expended & Committed to date

381289629872\$9,668,000BALANCE AVAILABLE*O.M.B. approval is pending*

(B) TO BE COMPLETED BY THE DEPARTMENT CONTROLLING THE PROJECT:

2. Month/Year of Project - Start: 1990 Finish: 1992

3. Name of the Department Culture and Recreation

4. Is the project progressing as scheduled per 1(c) above? Yes ___ No X
If no, explain. Council/Committee Approval required.5. Is the project within the budget allocation? Yes ___ No X
If no, explain. Architects Report indicate \$9,668,000 required.

(C) TO BE COMPLETED BY THE DEPARTMENT INITIATING THE PROJECT

6. (a) What is the maintenance cost of this project once it is completed - \$440,000

(b) Is the amount the same as per approved five year capital budget program? Yes X No ___
If no, explain.

7. The first year in which the City current budget is affected - Unknown

8. Will it create any new City jobs once completed? Yes X No ___
If yes, quote the number of new City employees' - 2 Mt. Twin -#322
6 Twin Pad

STATUS REPORT - CAPITAL PROJECT

as at May 31, 1991

PROJECT NAME: SENIOR CITIZEN'S CENTRE

(A) TO BE COMPLETED BY THE TREASURY DEPARTMENT:

1. Five Year Capital Budget Program - 1990-1994:

(a) Project No. 56.0

(b) Date of City Council Approval - March 16, 1990

(c) Source of Financing:	(i) Debenture	\$3,500,000
	(ii) Reserve/Capital Levy	\$
	(iii) Other:	\$

<u>GROSS COST OF PROJECT</u>	<u>\$3,500,000</u>
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(d) Status of Work-In-Progress Account

Centre No. CF709041013

Expended & Committed to date	<u>182,547</u>
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<u>BALANCE AVAILABLE</u>	<u>\$3,317,453</u>
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NOTES:

(B) TO BE COMPLETED BY THE DEPARTMENT CONTROLLING THE PROJECT:

2. Month/Year of Project - Start: 11/90 Finish: 11/92

3. Name of the Department Culture & Recreation

4. Is the project progressing as scheduled per 1(c) above? Yes ____ No X
If no, explain. Consultants report behind schedule.

5. Is the project within the budget allocation? Yes ____ No X
If no, explain. Consultants report indicate high
costs - funding required.

(C) TO BE COMPLETED BY THE DEPARTMENT INITIATING THE PROJECT

6. (a) What is the maintenance cost of this project once it is
completed - \$400,000

(b) Is the amount the same as per approved five year
capital budget program? Yes X No ____
If no, explain.

7. The first year in which the City current budget is affected - 1991

8. Will it create any new City jobs once completed? Yes X No ____
If yes, quote the number of new City employees' - Undetermined

STATUS REPORT - CAPITAL PROJECT

as at May 31, 1991

PROJECT NAME: CHEDOKE GOLF COURSE STORAGE AND WORKSHOP

(A) TO BE COMPLETED BY THE TREASURY DEPARTMENT:

1. Five Year Capital Budget Program - 1986-1990:

(a) Project No. 36626

(b) Date of City Council Approval - Various

(c) Source of Financing: (i) Debenture
(ii) Reserve/Capital Levy
(iii) Other:

\$
\$161,000
\$
\$161,000

GROSS COST OF PROJECT

(d) Status of Work-In-Progress Account

Centre No. CF628641001

Expended & Committed to date

\$161,000

BALANCE AVAILABLE

NOTES:

(B) TO BE COMPLETED BY THE DEPARTMENT CONTROLLING THE PROJECT:

2. Month/Year of Project - Start: 06/86

Finish: see Note

3. Name of the Department Property - Architectural Division
(Parks Division)

4. Is the project progressing as scheduled per 1(c) above?
If no, explain. NOTE: On hold pending review of the
best expansion alternative.

Yes ____ No X

5. Is the project within the budget allocation?
If no, explain.

Yes X No ____

(C) TO BE COMPLETED BY THE DEPARTMENT INITIATING THE PROJECT

6. (a) What is the maintenance cost of this project once it is
completed - \$1,000

(b) Is the amount the same as per approved five year
capital budget program?
If no, explain.

Yes X No ____

7. The first year in which the City current budget is affected - 1990

Yes ____ No X

8. Will it create any new City jobs once completed?
If yes, quote the number of new City employees' -

782
5/24
STATUS REPORT - CAPITAL PROJECT

as at May 31, 1991

PROJECT NAME: COPPS COLISEUM - PRIVATE BOXES - STUDY

FILED
12

(A) TO BE COMPLETED BY THE TREASURY DEPARTMENT:

1. Five Year Capital Budget Program - 1990-1994:

(a) Project No. 88.1

(b) Date of City Council Approval - March 16, 1991

(c) Source of Financing: (i) Debenture
(ii) Reserve/Capital Levy
(iii) Other:

\$
\$100,000
\$
\$100,000

GROSS COST OF PROJECT

(d) Status of Work-In-Progress Account
Centre No. CF929051003
Expended & Committed to date

2,172

\$ 97,828

BALANCE AVAILABLE

NOTES:

(B) TO BE COMPLETED BY THE DEPARTMENT CONTROLLING THE PROJECT:

2. Month/Year of Project - Start: 10/90

Finish:

(was 12/90)

~~09/91~~ (Pending
12/91 decision on
NHL Franchise)

3. Name of the Department H.E.C.F.I.

4. Is the project progressing as scheduled per 1(c) above?
If no, explain. Pending decision on NHL Franchise.

Yes ___ No X

5. Is the project within the budget allocation?
If no, explain.

Yes X No ___

(C) TO BE COMPLETED BY THE DEPARTMENT INITIATING THE PROJECT

6. (a) What is the maintenance cost of this project once it is
completed - \$N/A

(b) Is the amount the same as per approved five year
capital budget program?
If no, explain.

Yes X No ___

7. The first year in which the City current budget is affected - N/A

Yes ___ No X

8. Will it create any new City jobs once completed?
If yes, quote the number of new City employees' -

STATUS REPORT - CAPITAL PROJECT

as at May 31, 1991

PROJECT NAME: HAMILTON PLACE - GREAT HALL BENNERS

(A) TO BE COMPLETED BY THE TREASURY DEPARTMENT:

1. Five Year Capital Budget Program - 1989-1993:
 - (a) Project No. 067-39000
 - (b) Date of City Council Approval - May 9, 1989
 - (c) Source of Financing:
 - (i) Debenture \$
 - (ii) Reserve/Capital Levy \$130,000
 - (iii) Other: \$
- \$130,000
- GROSS COST OF PROJECT
-
- (d) Status of Work-In-Progress Account
Centre No. CF928941001
Expended & Committed to date 3,069
- BALANCE AVAILABLE \$126,931

NOTES:

(B) TO BE COMPLETED BY THE DEPARTMENT CONTROLLING THE PROJECT:

2. Month/Year of Project - Start: 05/89 Finish: Unknown see B5
3. Name of the Department H.E.C.F.I.
4. Is the project progressing as scheduled per 1(c) above? Yes ___ No X
If no, explain. City Treasurer is suggesting that these funds be used for Asbestos removal.
5. Is the project within the budget allocation? Yes X No ___
If no, explain.

(C) TO BE COMPLETED BY THE DEPARTMENT INITIATING THE PROJECT

6. (a) What is the maintenance cost of this project once it is completed - \$Nil
- (b) Is the amount the same as per approved five year capital budget program? Yes X No ___
If no, explain.
7. The first year in which the City current budget is affected - N/A
8. Will it create any new City jobs once completed? Yes ___ No X
If yes, quote the number of new City employees' -

STATUS REPORT - CAPITAL PROJECT

ITEM #424

as at May 31, 1991

PROJECT NAME: HAMILTON PLACE - GREAT HALL BANNERS

(A) TO BE COMPLETED BY THE TREASURY DEPARTMENT:

1. Five Year Capital Budget Program - 1990-1994:

(a) Project No. 106.0

(b) Date of City Council Approval - March 16, 1990

(c) Source of Financing: (i) Debenture \$
(ii) Reserve/Capital Levy \$570,000
(iii) Other: \$

GROSS COST OF PROJECT \$570,000

(d) Status of Work-In-Progress Account

Centre No. CF929041011

Expended & Committed to date -

BALANCE AVAILABLE \$570,000

NOTES:

(B) TO BE COMPLETED BY THE DEPARTMENT CONTROLLING THE PROJECT:

2. Month/Year of Project - Start: 09/90 Finish: Unknown (see B(5))

3. Name of the Department H.E.C.F.I.

4. Is the project progressing as scheduled per 1(c) above? Yes No X
If no, explain. City Treasurer is suggesting that these funds be used for Asbestos removal.

5. Is the project within the budget allocation? Yes X No
If no, explain.

(C) TO BE COMPLETED BY THE DEPARTMENT INITIATING THE PROJECT

6. (a) What is the maintenance cost of this project once it is completed - \$Nil

(b) Is the amount the same as per approved five year capital budget program? Yes X No
If no, explain.

7. The first year in which the City current budget is affected -

8. Will it create any new City jobs once completed? Yes No X
If yes, quote the number of new City employees' -

E(i)

CITY OF HAMILTON
- RECOMMENDATION -

JUL 04 1991

DATE: 1991 July 2

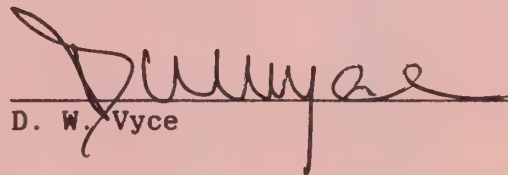
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D. W. Vyce
Director of Property

SUBJECT: Authority to Enter City Lands
by the Region
South/East Corner of Limeridge
and Upper Ottawa Street
(No. 5 Fire Station)

RECOMMENDATION:

- a) That an Authority to Enter City property at the south/east corner of Upper Ottawa and Limeridge Road (No. 5 Fire Station), executed by Regional Officials on January 29, 1991, for the construction of a detour and watermain required for the Red Hill Creek Expressway Project, commencing on the day following City Council approval, until completion of the necessary works, be approved.
- b) That the Mayor and City Clerk be authorized to execute the necessary documents.


D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS: N/A

02 July 1991

Finance and Administration Committee

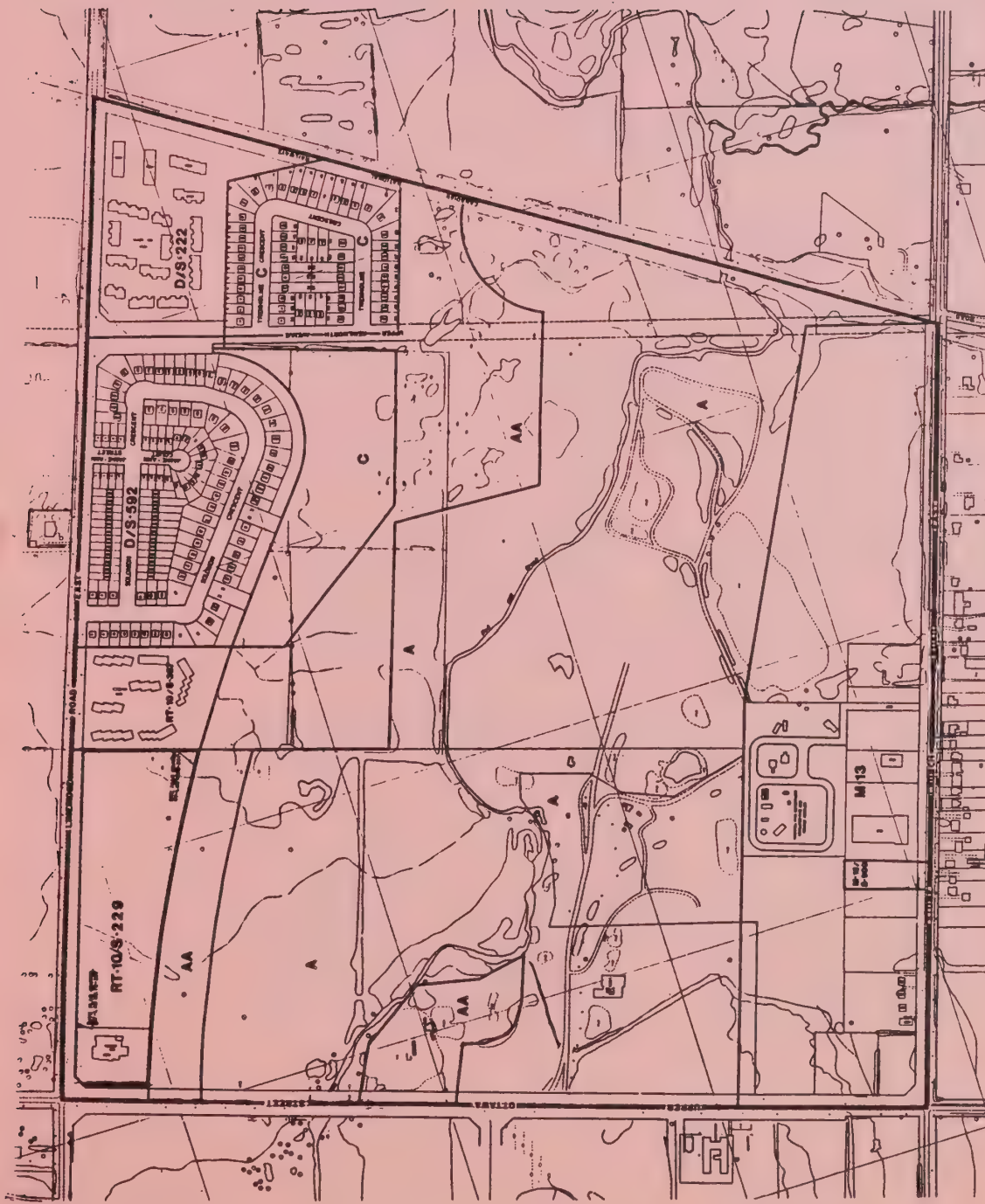
Page 2

BACKGROUND:

As the result of reconstruction of Upper Ottawa Street, in conjunction with the construction of a grade separation structure over the Red Hill Creek Expressway, it was necessary to request the City to grant an Authority to Enter their lands at No. 5 Fire Station at Limeridge and Upper Ottawa Street for the construction of a detour and watermain. An easement agreement with the Region for the watermain is being negotiated at the present time.

c.c. Mrs. P. Noé Johnson, City Solicitor
Mr. L. Dale Turvey, Commissioner of Transportation and
Environmental Services
Attention: Mr. J. van der Mark
Attention: Mr. T. Gill
Mr. R. Roszell, Commissioner of Legal Services and
Corporate Counsel
Attention: Ms. H. Psarakis
Chief G. Baker, Fire Chief
Attention: Mr. J. Fitzpatrick, Deputy
Ms. L. MacNeil, Property Clerk, Surveys

(4509)



<div style="display: flex; justify-content: space-between;"> <div> <table border="1"> <tr> <td>11</td> <td>87</td> <td>81</td> </tr> <tr> <td>110</td> <td>131</td> <td>5</td> </tr> <tr> <td>128</td> <td>128</td> <td>62</td> </tr> </table> <p>This is not a Land Use Map. For Zoning Information Please Contact City Building Department.</p> </div> <div> <p>CITY OF HAMILTON TRENHOLME ZONING</p> </div> </div>		11	87	81	110	131	5	128	128	62	<p>SCALE</p> <p>0 5m 10m</p> <p>JUNE 1988</p> <p>7408</p>
11	87	81									
110	131	5									
128	128	62									
<p>Neighbourhood Boundary</p> <p>Zoning Boundary</p>		<p>7408</p> <p>131</p>									

AUTHORITY TO ENTER

TO: THE CORPORATION OF THE CITY OF HAMILTON

WHEREAS the Regional Municipality of Hamilton-Wentworth desires to enter upon the lands shown on the attached Schedule "A"

NOW THEREFORE, this Agreement witnesseth, in consideration of the City's permission to the Region to enter upon the subject land, as of _____, the Region agrees and covenants to the City, for itself, its successors, assigns, or heirs, as the case may be:

1. that it will not enter upon the subject lands until City Council has approved this Authority to Enter (approval granted on _____, in adopting Item _____ of the _____ Report of the _____ Committee);
2. that it will not enter upon the subject land except for the purpose of construction of a detour and watermain (hereinafter called the "works");
3. that it will assume all costs and expenses resulting from the carrying on of the works;
4. that it will assume all risks resulting from the carrying on of the works and the entry upon the subject land by the Region;
5. that it will at all times indemnify and save harmless the City from and against all actions, causes of action, interests, claims, demands, costs, damages, expenses or loss which the City may bear, suffer or be put to as a result of the privilege herein allowed (including, without limiting the generality of the foregoing, construction lien claims or claims arising by reason of any damage to property or injury or death to persons);
6. that it will replace the underground sprinkler system, small trees and the parking lot to their pre-construction condition within thirty (30) days after the completion of the works.
7. that the Region shall provide the City with an endorsement from its General Liability Insurance Policy confirming that the City has been named as an additional insured for third party bodily injury and property damage to a limit of not less than \$2,000,000.00 per occurrence on claims made or occurrence policy basis and providing that the City hereby grants to the Region, permission to assume deductibles and/or self insured retained limits as the Region may deem necessary from time to time in various amounts not to exceed \$2,000,000.00.

8. that the Region acknowledges that it is its responsibility to obtain all necessary approvals prior to entering the subject land, including municipal, provincial, federal or other governmental approvals and, including, without limiting the generality of the foregoing, contacting BU DIG, telephone 527-7977.

DATED at *the City of Hamilton* this *29th* day of *January*
19 *91*

Signed, Sealed and Delivered)
in the Presence of:)

Chairman

p/ Regional Clerk

Approved
as to form

Legal
Services

Commissioner of Finance

c/s

OFFICE OF THE CLERK
APPEAL COUNCIL

DATE *December 4, 1990*
REPORT *13-90* # *3FSC*
INTL *93* YEAR *91-02L*

22/10/90

E(ii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 16


REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D. W. Vyce
Director of Property

SUBJECT: Termination of Lease - Winco Steak N' Burger
Main Street West and Cootes Drive

RECOMMENDATION:

That the Lease Agreement approved by City Council at the meeting of March 31, 1981 in adopting Item #2 of the 8th Report of the Finance Committee, entered into with Winco Steak N' Burger be terminated and that the City Solicitor be authorized to take the necessary action to terminate the lease and recover the \$18,000.00 in arrears.



D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The City of Hamilton entered into a Lease Agreement with Winco Steak N' Burger for the use of approximately 16,313 square feet of land for parking purposes. The Lease was approved March 31, 1981 by adopting Item #2 of the 8th Report of the Finance Committee.

The Lease had an annual charge of \$3,000.00, payable April 20th of each year. This fee has not been received by the Treasury Department for the past six (6) years.

In view of the forgoing, it is recommended that the City Solicitor be authorized to proceed to recover the rental arrears.

16 July 1991
Finance and Administration Committee
Page 2

BACKGROUND:

In view of the rental arrears and the fact that the Ronald MacDonald House has applied to close the road allowance on which this parking lot is located in order to establish a new "Ronald MacDonald House", this lease should be terminated immediately.

c.c. Mrs. P. Noé Johnson, City Solicitor
Mr. E. C. Matthews, Treasurer

(21.1.7 - 4609)

F(i)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 17

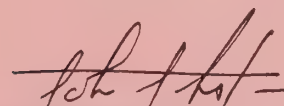
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Employee Assistance Program - Off-Site Resources Inc.
(C-034-091)

RECOMMENDATION:

- a) That the Corporation of the City of Hamilton exercise its option to retain the services of Off-Site Resources Inc. for the Employee Assistance Program for years two and three.
- b) That years two and three cover the period commencing July 1, 1991 and ending June 30, 1993.
- c) That the monthly fee for years two and three be calculated based on the employee population on July 1, 1991 and July 1, 1992.



John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

City Council approved the services of Off-Site Resources Inc. on March 13, 1990 for a one-year term with the option to renew for years two and three. The Program costs are based on 5% utilization of the eligible City employee population with a cost of \$31.77 per employee for year two and \$33.20 per employee for year three.

F(ii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 17

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

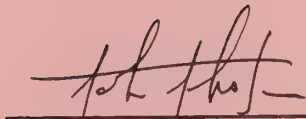
FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Restructuring- Plan Examination Division of
the Building Department (C-035-091)

RECOMMENDATION:

That the salary classification for the following non-union position in the Building Department be approved in accordance with Item 12 of the 5th Report of the Planning & Development Committee adopted by Council on March 26, 1991.

<u>POSITION TITLE</u>	<u>FUNCTION</u>	<u>GRADE</u>	<u>SALARY</u>
Supervisor of Customer Services	To assist the Manager of Customer Services in providing a living environment free of safety, health and fire hazards through plan examination, and advising design professionals on regulatory requirements.	J	\$55,947.32 - \$65,953.68



John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The financial impact for the Supervisor of Customer Services will be met through the Department's general operating budget. The existing staff complement will be reduced permanently by three (3) persons. One additional full time position will not be filled for 1991 or 1992. This position will remain vacant until such time as work levels justify budgeting.

BACKGROUND:

At its meeting of March 20, 1991 the Planning and Development Committee approved a reorganization of the Plan Examination Division. This reorganization resulted in the existing staff complement being reduced permanently by three persons, the creation of two new positions- Supervisor of Customer Services and Building Applications Analyst and the re-evaluation of five management positions.

F(iii)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 17

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

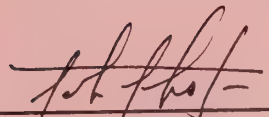
FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Salary Classification - Senior Systems Analyst
Information Systems Department (C-036-091)

RECOMMENDATION:

That the following salary classification be approved:

<u>POSITION TITLE</u>	<u>FUNCTION</u>	<u>GRADE</u>	<u>SALARY</u>
Senior Systems Analyst	Plan, design, analyze and co-ordinate the development, implementation and maintenance of multi-user, multi-task on-line and batch processing computer systems.	I	\$52, 490.88 - \$61, 850.88



John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The salaries for these positions will be met by the current operating budget of the Information Systems Department. There will be no change in current approved staff complement.

BACKGROUND:

On January 16, 1990 City Council approved a re-organization of the Information Systems Department. The Department had undergone significant changes since the original amalgamation approved by City Council on November 8, 1988. This re-organization attempted to provide better service to the user departments and structure the Information Systems Department in a more effective and efficient manner. The Senior Systems Analyst position was approved as part of this re-organization and has been forwarded to the Human Resources Centre and the City Core Group for salary classification.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 17

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

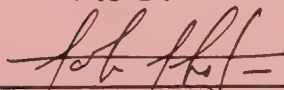
FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: C.U.P.E. Local 167 Joint Job Evaluation
Manual of Procedures (C-037-091)

RECOMMENDATION:

That Article 2 of the Manual of Procedures for the Joint Job Evaluation Programme be amended, by adding the following paragraph in the section entitled Joint Job Committee:

"Notwithstanding the foregoing, the Employer shall maintain two (2) Management representatives, during the hearing of appeals arising from the installation of the Joint Job Evaluation Programme. All decisions and agreements of the Committee shall be by consensus or by majority vote of 4 to 1".



John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

City Council approved the Memorandum of Implementation of the C.U.P.E. 167 Joint Job Evaluation Programme and the Manual of Procedures for the Joint Job Evaluation Programme on March 5, 1991. These documents establish the parameters for the implementation and continuation of a Joint Job Evaluation Programme for C.U.P.E. 167.

The Manual provides for a Joint Job Evaluation Committee composed of 3 (three) union members and 3 (three) management representatives to rate all of the C.U.P.E. 167 positions and review appeals of those ratings lodged pursuant to Article 8 of the Memorandum of Implementation. The two parties have agreed that the appeals will be reviewed by this Committee during the May 27 to July 31, 1991 period.

The workplace commitments of several of the management representatives and alternates trained in Job Evaluation permits the secondment of only two full time employees during this particular time period. The rotation of trained management representatives into the third position was considered, but it was found by both parties not to be conducive to the maintenance of a high level of effectiveness and efficiency within the Committee. The integrity of the Committee and its work is not compromised by this change in the level of representation of the management group.

Subsequent to the completion of the review of appeals, the Joint Job Evaluation Committee will focus on the rating of jobs which were not reviewed during the initial exercise and those whose content has changed since the inception of the programme. This will be known as the "maintenance" portion of the programme, and because it will not be necessary to second employees for significant periods of time, it will be possible for management to fill all three of its positions on the Joint Job Evaluation Committee.

JOINT JOB EVALUATION PROGRAMME MANUAL OF PROCEDURES

CUPE LOCAL 167

This Manual of Procedures is supplemental to and forms part of the current Collective Agreement.

Article 1 - PURPOSE

In accordance with the Letter of Understanding between the parties dated March 02, 1988 on the implementation of a Joint Job Evaluation Programme, this Manual of Procedures provides an ongoing Joint Job Evaluation Programme. The Joint Job Evaluation Programme is designed to maintain an equitable wage structure and provides the method by which job descriptions and job ratings shall be maintained to meet changing conditions and work requirements.

Article 2 - DEFINITIONS

The following definitions are to apply to the terms used herein and throughout the Job Evaluation Programme:

Benchmark Jobs	A representative selection of job activities chosen from the classifications covered by the plan. These are used as a basis for comparison and guides for maintaining relativity of rating under the rating manual.
Collective Agreement	The Collective Agreement currently in effect between the Employer and the Union.
Current Rate	An employee's present rate of pay.
Dormant	A position that will not be filled for a period of time.
Employee	An employee of the Employer in the bargaining unit for which the Union is the recognized bargaining agent as defined in the Collective Agreement.
Factors	The major criteria, ie. experience, responsibility, working conditions, etc. as set out in the Rating Manual to measure all jobs covered by this Job Evaluation Programme.
Factor Degree	The actual measurement levels within each factor.
Green Circled	The current rate is lower than the job rate that has been established for the job in accordance with the Job Evaluation Programme.
Incumbent	An employee who has been appointed or promoted to a job. (An employee is an incumbent in one job only).
Job	A group or range of duties or tasks assigned to and performed by the incumbent(s).

Job Analysis	The process of determining and recording, through the use of questionnaires, observations and studies, the tasks and duties comprising a job and the required knowledge, responsibility, effort and working conditions involved in the performance of that job.
Job Description	A written statement of the principle function, responsibilities and duties of a job used for evaluation purposes. This shall be the only job description used for evaluation purposes. It shall not be construed to be a detailed description of all requirements inherent to the job.
Job Evaluation	The process of studying and analyzing a job to prepare a job description and to determine the relationship of the job to other jobs covered by the Rating Manual, which is set out in the Collective Agreement.
Job Rate	The evaluated rate for a job.
Job Rating	The selected degree levels, points, reasons for rating and the total points established for a job in accordance with the Rating Manual which becomes the official rating for the job.
Joint Job Evaluation Committee	<p>The Joint Committee appointed by the parties to the Collective Agreement to deal with matters relating to job descriptions, the rating of jobs and the designating of appropriate wage grades governed by this Manual of Procedures and the Rating Manual as set out in the Collective Agreement.</p> <p>The Employer and the Union shall each appoint three (3) representatives to the Joint Job Evaluation Committee. The Union members of the Committee and any alternate appointed by the Union shall be granted leaves of absence with pay and without loss of seniority for periods of time spent working on the Committee. These members shall have all rights and privileges of the Collective Agreement including access to the grievance procedure, promotional opportunities and salary increments to which employees would normally be entitled, including any increase that may occur as a result of an evaluation of the job the member held prior to an appointment to the Committee. Such leave of absence shall be of sufficient duration to allow the Union to discharge its responsibilities as provided in this Manual.</p> <p>All decisions and agreements of the Committee shall be by consensus or by majority vote of 5 to 1.</p> <p>The Union members of the Committee and any alternate appointed by the Union shall be granted leaves of absence in accordance with Article 14 of the Collective Agreement. The Committee procedures shall be agreed to from time to time by the parties.</p>
Job Questionnaire	Data collected from the incumbent and supervisor relating the job duties the incumbent is assigned to carry out.
Out of Schedule Rate	A job rate, established by the Employer, outside the Job Evaluation Programme, for a specific purpose and a limited period of time.

Points	The numerical expression adopted for measurement of each degree within each factor.
Rating Manual	The basic guide for analyzing and evaluating the content of a job from the job description.
Red Circled	The current rate is in excess of the job rate that has been established for the job in accordance with the Job Evaluation Programme.
Temporary Rate	Rate established by the Human Resources Centre for a job which has not yet been rated by the Job Evaluation Committee.
Total Points	The sum of all points allotted to each job for all factors as determined in accordance with the Rating Manual.
Wage Grade	The designation in Schedule A for a particular job rate or salary level or salary range.
Schedule A	The wage grades as set forth in the Collective Agreement.

Article 3 - FACTORS OF JOB DESCRIPTION AND RATING

3.1 A job description serves to record the basis from which the job is rated and to compare and judge the changes in job content which result, from time to time, from new or changed circumstances or requirements of the job.

3.2 A job description and the contents therein are for the purposes of rating a job and assigning the job into the proper wage grade for application of Schedule A. The description of a job shall be in sufficient detail to enable that job to be identified and rated.

3.3 The rating of jobs on the basis of job content involves certain basic determinations being made with respect to the skill, responsibility and effort required and the working conditions involved in each job. In order to reduce possible errors in personal judgement into practical but reasonable working limits, such determinations and considerations are subdivided and refined into an analysis and rating of each job to assess the relative worth on the basis of specific factors, listed below, which are all inclusive in doing job evaluation, and which are to be determined by the Negotiating Committee.

1. Education
2. Experience
3. Resourcefulness
4. Contacts
5. Mental Effort
6. Physical Effort and Skill
7. Accountability
8. Responsibility for Work Related Direction
9. Working Conditions
10. Safety

3.4 Job Evaluations serve to:

- (a) group jobs having relatively equivalent point values into the same grade,
- (b) provide the basis from which to gauge equitable wage grade relationships between the jobs,
- (c) form the foundation from which to measure changes in job content,
- (d) enable the assignment of jobs into their proper wage grade in Schedule A.

3.5 In making the determinations necessary for the rating of a job from the job's content, certain basic characteristics are considered to be inherent in the performance of all jobs and are not considered in the evaluation of any job in this programme. These characteristics are honesty, integrity, normal discretion, reasonable care and attention, ordinary tact and common courtesy.

3.6 In the application of the Rating Manual the following general rules shall apply:

- (a) it is the content of the job that is being analyzed, not the individual doing the job.
- (b) jobs are to be evaluated without regard to existing job rates.
- (c) jobs are to be placed in the appropriate level in each factor by considering the specific requirements of each job, the factor definition, the description of each factor level.
- (d) no interpolation of factor degrees is to be made in the use of this programme (i.e. no insertion of a factor rating that falls between the established degrees of the factor).
- (e) the job description and rating of each job shall be relative to, consistent with, and conform to the job descriptions and ratings of the benchmark jobs and all other jobs in the bargaining unit.

Article 4 - MAINTAINING THE JOB DESCRIPTIONS AND RATINGS

4.1 It is important that each party maintain accurate job descriptions and job ratings on an ongoing basis. Failure to do so will serve to damage the integrity of the Programme. It is the intention of the parties to jointly review all job descriptions over a four year period commencing January 1992. The term of this review period may be extended by mutual consent, in writing, of both parties.

4.2 Provisions for maintaining the job descriptions and job ratings and making the necessary adjustments that occur from time to time, as a result of new, or changed, conditions, are as follows:

(a) The agreed upon job descriptions and job ratings which are in effect from January 1, 1991 and any that may subsequently be agreed upon in accordance with this manual, shall continue in effect unless:

- (i) The job content is changed by the Employer.
- (ii) The job is declared redundant by the Employer.
- (iii) The job is changed as a result of a successful appeal or arbitration award.

(b) Whenever the Employer decides to establish a new job, the following procedures shall apply:

- (i) The Employer shall prepare a job description, assign a temporary wage grade and assign an employee in accordance with the Collective Agreement.
- (ii) The Employer shall notify the Union of the job description and the temporary wage grade.
- (iii) A job information questionnaire and revised job description will be prepared within six (6) months of the assignment of an employee to a new position.
- (iv) The Joint Committee will be convened to review the job description and rate the new job. The establishment of a temporary wage grade shall not prejudice the Joint Committee in its attempt to establish a job rating.
- (v) Upon final resolution of the job description and rating, in accordance with Article 5.2, herein, the provisions of Article 4.2 (f) and 4.2(g) herein, shall apply to an employee who was assigned to the job at a temporary rate.

(c) Whenever the Employer changes a job and the Joint Committee determines that the change in job content is less than required to move the job to a different wage grade, a new description and rating shall be prepared for the job and be submitted to the Union in accordance with Article 5, herein.

(d) When an agreed upon change or accumulation of changes in the content of a job results in a change upwards or downwards in the wage grade of a job:

- (i) The existing description and rating of the job shall be replaced by a new description and job rating taking into account the changes in job content and the new job description and job rating shall be deemed to have been established in accordance with Article 5, herein. It shall be appropriately signed by the representatives on the Joint Job Evaluation Committee.
- (ii) The new job shall be reassigned to the appropriate wage grade in accordance with Article 6, and the reassignment shall become effective from the date of the most recent change in content of the job. If applicable, the provisions of Article 4.2(f) and Article 4.2(g), herein, shall apply to an employee who was assigned to the job at the temporary rate.

(e) Should the Union consider that the Employer has established a new job or changed the content of an existing job and no new description or rating has been developed by the Employer:

- (i) The Union shall notify the Employer in writing of its contention that the job has changed, the reasons in detail for its contention and a request that a new description and rating be prepared for the job in accordance with Article 5, herein.
- (ii) If the Employer finds the Union's request to be justified, a new job description and job rating shall be established and a new wage grade shall be assigned to the job in accordance with the provisions provided for in Article 5.
- (iii) If the Employer does not find the Union's request to be justified, it shall notify the Union in writing of its decision, within thirty (30) calendar days following receipt of the Union's written request. The Union may, within thirty (30) calendar days following the receipt of the Employer's decision, lodge a grievance. The Grievance shall be dealt with in a manner subject to Article 5.2(d) of this Manual of Procedures.

(iv) If it is determined that the Union's request for appeal is justified and a new wage grade is assigned, the new wage grade, except as otherwise provided, shall be effective as of the date the new job was established or the date the Employer was advised by the Union, in writing, of the change in the job content of the existing job.

(f) If a change in job content results in a lower evaluation and wage grade for a job, the incumbent of the job whose current rate is higher than the job rate of the changed job shall be identified as being "Red-Circled". Each incumbent with a designated "Red-Circled" wage rate shall continue to receive that rate for the duration of his or her employment in that position. Further, each such incumbent will continue to receive all negotiated general wage increases; such increases to be calculated on the job rate established for that position by the Job Evaluation Programme.

(g) If a change in job content results in a higher evaluation and wage grade for a job, the incumbent of the job whose current rate is below the job rate of the changed job shall have his or her wage rate designated "Green-Circled". "Green-Circled" rates shall be adjusted to the appropriate wage grade recognizing the incumbent's status within the existing wage grade increment structure, effective the date the new job was established or the date the Employer was advised by the Union, in writing, of the change in job content of the existing job.

(h) The Employer shall notify the Union in writing within thirty (30) calendar days of any change in the identification details of a job, ie. department, job code or job title.

(i) If the Employer decides a job classification is dormant, the Union shall be notified, in writing, within thirty (30) calendar days of such decision.

4.3 The Employer will provide the Union with organizational charts for the City and Region on an annual basis.

Article 5 - DESCRIBING AND RATING A JOB

5.1 The procedure for describing and rating a job shall be as follows:

(a) The incumbent will complete a Job Information Questionnaire for review and comment by the Supervisor, who will submit it to the Human Resources Centre in accordance with the requirements of this manual.

(b) The Joint Job Evaluation Committee shall review the proposed job description with the objective of reaching agreement thereon. A Union and Employer representative of the Joint Committee shall have the opportunity to conduct an on-the-job review of the job description with the incumbent or incumbents involved. If the Joint Committee reaches agreement on the job description, the job description shall be signed by the Union's and the Employer's representatives on the Joint Committee and shall be recognized, by the parties as the official description of the job in accordance with Article 2 Definitions - Job Description.

(c) Following agreement on the job description, the Joint Committee shall attempt to reach agreement on the rating of the job. If agreement is so reached, the rating of the job shall be confirmed in writing and signed by the Union's and Employer's representatives on the Joint Committee and shall be recognized by the parties as the official rating for the job.

(d) (i) If the incumbent(s) of the job disagree(s) with the job description or the rating of the job, an appeal of the job description and/or the rating may be lodged, within thirty (30) calendar days of receipt of the rating, by the incumbent(s) with the Joint Committee through the Manager of Wage and Salary Administration, with a copy being provided to the Union. The appeal, shall state, in writing, the reason or reasons why the incumbent(s) disagree(s) with the job description and/or the rating of the job.

(ii) Each appeal shall be submitted in writing on an official appeal form agreed to by the employer and the union and the appeal reply shall be made in writing on an official appeal decision form agreed to by the Employer and the Union. The appeal forms shall be available from the Union and from the Employer.

(ii) The Joint Job Evaluation Committee, in its discretion, may request the appearance of the incumbent in order to assist the Committee in its deliberations.

(e) The Joint Committee shall consider the appeal and inform the incumbents of its decision on the appeal. Such decision shall be considered final and binding upon the parties and upon the employees affected.

(f) The parties agree that the above-noted procedure for submitting and dealing with appeals shall be adhered to by both parties, provided that any of the time limits imposed herein may be extended, in writing, by mutual consent.

5.2 In the event the Joint Committee is unable to arrive at a decision on the job description and the rating for a job, the following procedure shall apply:

(a) The Employer shall install the proposed description and rating for the job and, in accordance with Article 6 herein, the wage grade to which the job is assigned.

(b) The Employer shall provide the Union with a copy of the installed job description and rating.

(c) The Union within thirty (30) calendar days following receipt of the copy of the installed job description and rating, may lodge a grievance with the Employer at Step 3 of the Grievance Procedure in the Collective Agreement in the same manner as if the receipt of the installed job description and rating by the Union was a reply to a grievance at Step 2. Such grievance shall state the Union's particular reasons for disagreeing with the job description and/or rating of the job and state, what in the Union's opinion, is the correct job description and/or rating and rating level, the particular reason for such rating and the numerical point values of any disputed factors.

(d) In the event the parties do not resolve the matter in dispute at Step 3 of the Grievance Procedure, the Union may submit the matter to arbitration in accordance with the provisions of the Grievance Procedure in the Collective Agreement.

(e) All relevant job evaluation documentation shall be available for presentation as evidence at the arbitration hearing.

Article 6 - APPLYING THE JOB DESCRIPTION AND RATING

6.1 The job descriptions and ratings determined in accordance with the Manual of Procedures and the Rating Manual apply in the assignment of each job, covered by this Programme, to its appropriate wage grade in accordance with the point ranges listed on page 8 of this manual.

The current Collective Agreement establishes the wage schedule for the wage grades and sets forth the necessary provisions to enable the application of the wage schedule to each job and the appropriate wage rate to each employee in the bargaining unit.

6.2 The Employer may establish, in response to market conditions or other factors, a job rate for a job which is different from that established by the Joint Job Evaluation Programme. In the event an out of scheduled rate for a job classification is introduced by the Employer, the Union shall be notified. The duration of the out of scheduled rate shall be a period of time mutually agreed to by the Employer and the Union. At the conclusion of that time period, the rate for the job classification shall be the evaluated rate.

All employees to whom this clause applies shall be notified accordingly of the evaluated rate for the job classification.

<u>WAGE</u> <u>GRADE</u>	<u>POINT</u> <u>RANGE</u>	<u>WAGE</u> <u>GRADE</u>	<u>POINT</u> <u>RANGE</u>	<u>WAGE</u> <u>GRADE</u>	<u>POINT</u> <u>RANGE</u>
1	0 - 160	16	441 - 460	31	741 - 760
2	161 - 180	17	461 - 480	32	761 - 780
3	181 - 200	18	481 - 500	33	781 - 800
4	201 - 220	19	501 - 520	34	801 - 820
5	221 - 240	20	521 - 540	35	821 - 840
6	241 - 260	21	541 - 560	36	841 - 860
7	261 - 280	22	561 - 580	37	861 - 880
8	281 - 300	23	581 - 600	38	881 - 900
9	301 - 320	24	601 - 620	39	901 - 920
10	321 - 340	25	621 - 640	40	921 - 940
11	341 - 360	26	641 - 660	41	941 - 960
12	361 - 380	27	661 - 680	42	961 - 980
13	381 - 400	28	681 - 700	43	981 - 1000
14	401 - 420	29	701 - 720		
15	421 - 440	30	721 - 740		

For the Union

J. Merrill
 B. B. B.
 L. L. L.
 B. B. B.
 A. A. A.
 M. B. B.
 L. L. L.

For the Employer

R. B. B.
 E. L. L.

F(v)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 17

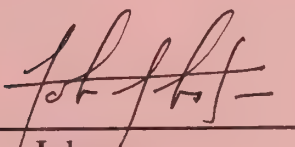
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Marble Setters, Tile Setters & Terrazzo Workers,
Local No. 16, Ontario (C-040-091)

RECOMMENDATION:

That the contract settlement of the Provincial Agreement for Ontario Marble, Tile, Terrazzo, Cement Masons, Resilient Floor Layers and Their Helpers - The International Union of Bricklayers and Allied Craftsmen and the Ontario Provincial Conference of the International Union of Bricklayers and Allied Craftsmen and the Terrazzo, Tile and Marble Guild of Ontario, Inc., Local Union 16, be received pursuant to the Fair Wage Policy of the City of Hamilton.



John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

Attached.

Provincial Agreement for Ontario Marble, Tile, Terrazzo, Cement Masons, Resilient Floor Layers and Their Helpers. The International Union of Bricklayers and Allied Craftsmen and the Ontario Provincial Conference of the International Union of Bricklayers and Allied Craftsmen and The Terrazzo, Tile and Marble Guild of Ontario, Inc., Local Union 16

Duration of Agreement - May 1, 1990 to April 30, 1992

Effective June 27, 1990

<u>Classification</u>	<u>Hourly Wage Rate</u>	<u>Vac. Pay</u>	<u>Pens.</u>	<u>Welf.</u>	<u>Total Wage Package</u>
Marble Mason	\$22.85	2.28	1.00	.75	\$26.88
Terrazzo Tile Mech.	\$22.85	2.28	1.00	.75	\$26.88
Base Machine Oper.	\$21.44	2.14	1.00	.75	\$25.33
Floor Machine Oper.	\$21.05	2.10	1.00	.75	\$24.90
Helper	\$20.81	2.08	1.00	.75	\$24.64

Effective May 1, 1991

<u>Classification</u>	<u>Hourly Wage Rate</u>	<u>Vac. Pay</u>	<u>Pens.</u>	<u>Welf.</u>	<u>Total Wage Package</u>
Marble Mason	\$24.25	2.43	1.00	.75	\$28.43
Terrazzo Tile Mech.	\$24.25	2.43	1.00	.75	\$28.43
Base Machine Oper.	\$22.85	2.28	1.00	.75	\$26.88
Floor Machine Oper.	\$22.45	2.25	1.00	.75	\$26.45
Helper	\$22.22	2.22	1.00	.75	\$26.19

Effective November 1, 1991

<u>Classification</u>	<u>Hourly Wage Rate</u>	<u>Vac. Pay</u>	<u>Pens.</u>	<u>Welf.</u>	<u>Total Wage Package</u>
Marble Mason	\$24.44	2.44	1.00	.75	\$28.63
Terrazzo Tile Mech.	\$24.44	2.44	1.00	.75	\$28.63
Base Machine Oper.	\$23.03	2.30	1.00	.75	\$27.08
Floor Machine Oper.	\$22.64	2.26	1.00	.75	\$26.65
Helper	\$22.40	2.24	1.00	.75	\$26.39

F(vi)

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 17

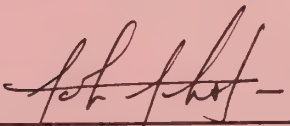
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Appointments To and Terminations From Permanent
Positions with the Corporation of the City of Hamilton
(C-039-091)

RECOMMENDATION:

That the attached listing of Appointments To and Terminations From Permanent positions with the Corporation of the City of Hamilton to July 16, 1991 be approved.



John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

Attached.

THE CORPORATION OF THE CITY OF HAMILTON

APPOINTMENTS TO PERMANENT POSITIONS

NAME	CLASSIFICATION	DEPARTMENT	REASON HIRED	SALARY SCHEDULE	EFFECTIVE DATE
Mr. John Elder	Manager of Events Delivery (H-19)	H.E.C.F.I.	New position - due to reorganization	\$54,894.32 to \$64,507.04	06/05/91
Ms. Mary Howarth	Secretary - Entertainment Program and Sales (H-8)	H.E.C.F.I.	New position - due to reorganization	\$23,400.00 to \$27,320.80	29/04/91
Mr. Peter McFarland	Foreman/Woman III (13-C)	Public Works	Replacing Mr. J. Fortino - retired	\$32,886.88 to \$37,768.12	24/06/91
Mr. Reginald Meiers	Operation Engineer (A-G)	Public Works	New Position Council Approved April 30, 1991	\$58,056.44 to \$68,428.36	20/06/91
Mr. Hoda Kayal	Project Manager (A-K)	Property	Replacing Mr. M. Shah - promoted	\$44,267.16 to \$52,111.28	24/06/91
Mr. David Watkins	Promotion & PR Officer (H-16)	H.E.C.F.I.	New Position - due to reorganization	\$44,269.16 to \$52,111.28	21/05/91

Prepared 16/07/91

THE CORPORATION OF THE CITY OF HAMILTON

TERMINATIONS FROM PERMANENT POSITIONS

NAME	CLASSIFICATION	DEPARTMENT	REASON	LENGTH OF SERVICE	EFFECTIVE DATE
Mr. Dennis Arnett	Superintendent of Parks Maintenance	Public Works	Retired	33 years, 10 months	28/06/91
Ms. Sandra Bagruss	Solicitor	Law	Terminated	1 years, 9 months	24/06/91
Mr. Thomas Burrows	Manager, Theatre (Hamilton Place)	H.E.C.F.I.	Retired	12 years, 6 months	28/06/91
Mr. Ray Duguay	Foreman I	Public Works	Retired	30 years, 10 months	28/06/91
Mr. Grant Holle	Labourer	Parking Authority	Resigned	2 years	17/05/91
Mr. Fraser Reynolds	Budget Co-ordinator	Building	Retired	35 years	28/06/91
Mr. Nick Spisak	Foreman I	Public Works	Retired	24 years, 5 months	28/06/91
Ms. Marsha Taylor	Administrative Assistant	H.E.C.F.I.	Resigned	3 years, 3 months	14/06/91
Mr. David Watkins	Promotion/PR Officer	H.E.C.F.I.	Resigned	3 years	04/06/91
Mr. Ron Wells	Foreman II	Public Works	Retired	36 years, 2 months	28/06/91

Prepared 12/07/91

G.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 19

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mrs. S. Glover, Secretary
Taxi Advisory Committee

SUBJECT: Residential Identification

RECOMMENDATION:

- a) That the Planning and Development Committee be requested to consider the placement of residence numbers on telephone poles.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Stella Glover

N/A

BACKGROUND:

The Taxi Advisory Committee at their meeting of 1991 June 18 made the foregoing recommendation in the interests of improving residential numerical identification.

This matter has been of some concern to the taxi industry due to the difficulty in identifying particular residences. the placement of such numerical signs would also be of assistance to others, especially when looking for residences in an emergency situation.

cc: Mrs. S. Reeder, Secretary
Planning & Development Committee
Alderman D. Drury, Chairman
Taxi Advisory Committee
Mr. S. Dembe
Licence Division Manager

H.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 June 28

REPORT TO: Mr. J. Thompson
Secretary, Finance and Administration

FROM: Mr. S. J. Dembe
Acting Secretary
Tow Truck Subcommittee

SUBJECT: Draft Tow Truck By-law

RECOMMENDATION:

- (a) That the attached Draft By-law to Licence and Regulate Tow Trucks and Drivers of Tow Trucks be received and circulated to all members of the Industry for comment.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The attached Draft By-law has received the unanimous approval of the Tow Truck Subcommittee at its meeting held June 21, 1991.

On December 11, 1990, City Council directed that a Subcommittee composed of three members of Council be appointed to receive input from the Tow Truck Industry and the H.W.R.P. and the Law Department was authorized to prepare a Draft By-law. The Tow Truck Subcommittee is composed of Aldermen W. McCulloch, Chairman, T. Murray and H. Merling.

The Subcommittee met with the entire Industry on March 20, 1991 to received input on a Draft By-law that was submitted at that time. Following the Public Meeting, the By-law was redrafted taking into account a number of the concerns that were raised.

The Industry was advised that, prior to final consideration by the Finance and Administration Committee, the Draft By-law would be forwarded to them for their comments.

The Licence Division has compiled a mailing list of the members of the Tow Truck Industry and would be prepared, on the direction of the Finance and Administration Committee, to send each member a copy of the Draft By-law prior to it being resubmitted to the Committee for final consideration.

Bill No.

The Corporation of the City of Hamilton

BY-LAW NO. 91-

To Amend By-law No. 79-323

To Add **SCHEDULE 10** respecting the:

OWNERS AND DRIVERS OF TOW-TRUCKS

WHEREAS Section 227 of the Municipal Act, R.S.O. 1980, c. 302, provides that by-laws may be passed for the licensing, regulating and governing of owners and drivers of vehicles used for hire or any class or classes thereof, and for revoking any such licence.

AND WHEREAS Paragraph 115 of Section 210 of the said Municipal Act, R.S.O. 1980, c. 302, provides that by-laws may be passed for prohibiting persons from soliciting or importuning, on a highway or in a public place, others to travel in or employ any vessel or vehicle, or for regulating persons so employed.

AND WHEREAS Section 160 of the Regional Municipality of Hamilton-Wentworth Act, R.S.O. 1980, c. 437, provides that the council of the City of Hamilton may pass any by-law that a board of commissioners of police of a city is authorized to pass under the Municipal Act.

AND WHEREAS it is considered desirable and expedient to license and regulate tow-trucks;

AND WHEREAS the Council of The Corporation of the City of Hamilton in adopting Item of the Report of the Finance and Administration Committee at its meeting held on the day of 1991 directed that By-law No. 79-323 be amended to provide for the licensing and regulation of tow-trucks, as hereinafter provided;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. By-law No. 79-323 is amended by adding thereto as Schedule 10, the following:

SCHEDULE 10 : TOW-TRUCKS

DEFINITIONS

1. For the purposes of this Schedule, the following definitions apply:

(a) "highway" means a highway as defined in the Municipal Act, but does not include a King's Highway as defined in the Highway Traffic Act, or a road, street, bridge or highway laid out but not assumed for public use or established by by-law, whether built by a private person or body corporate.

(b) "Highway Traffic Act" shall be deemed to be a reference to the Highway Traffic Act, R.S.O. 1980, c. 198.

(c) "Licence Holder" means a person licensed under this Schedule as an owner or driver of a tow-truck.

(d) "motor vehicle" means motor vehicle as defined in the Highway Traffic Act.

(e) "owner" of a tow-truck includes a purchaser or person entitled to operate, possess, or use the tow-truck, under a lease or conditional purchase agreement.

(f) "tow-truck" means a motor vehicle, which is designed, modified, or used, for the towing, carrying, or lifting of disabled or inoperative motor vehicles, with or without the assistance or use of lifts, winches, dollies, trailers or like equipment, and operated as such for a fee.

(g) "towing service" shall mean the provision or use of a tow-truck, the assistance of the driver, and the use of the equipment carried or available for use in conjunction with the tow-truck for the pulling, carrying or lifting of a motor vehicle, at a place located within the City of Hamilton.

LICENCE

2. (1) Subject to (3), every owner or driver of a tow-truck, using the tow-truck to provide towing services at the scenes of accidents, shall obtain, and maintain in good standing, a licence from the Corporation of the City of Hamilton, authorizing the carrying on or engaging in the business or occupation of offering or providing such towing services.

(2) Subject to (3), no person shall carry on, or engage in, the business or occupation of towing motor vehicles from the scenes of accidents as a tow-truck owner or driver in the City of Hamilton, without first having obtained a licence under this Schedule.

(3) For the purposes of (1) and (2) the towing of motor vehicles from accidents located outside the boundaries of the City of Hamilton, is deemed not to be a business or occupation which requires a licence under this Schedule.

3. (1) In addition to the application, an applicant for a tow-truck owner's licence, upon first application or renewal, shall provide:

(a) proof of a valid provincial drivers' licence, along with the licence number, authorizing the applicant to operate the tow-truck to be licensed, unless the owner indicates on the application that he will not personally drive the tow-truck;

(b) proof that the tow-truck is registered and licensed with the Ministry of Transportation, along with the vehicle identification number and licence number;

(c) proof that the tow-truck is insured for operation on public roadways, the name of the insurance company, policy number and date of expiry, the insurance supplying a minimum coverage of \$1,000,000.00 for third party liability, which insurance also fully compensates for loss or damage to towed motor vehicles;

(d) a current Safety Standards Certificate for the vehicle to be licensed, issued under the Highway Traffic Act; and

(e) the address of any storage yard operated by the owner, and the address of the owner's office from which the business is operated, if different from the address of the storage yard.

(2) An owner who has indicated he will be a driver of the tow-truck and who has otherwise complied with the requirements of being licensed as a driver, may be issued a tow-truck driver's licence in addition to the owner's licence without being required to pay the fee for such driver's licence.

(3) A tow-truck owner licensed under this section, shall hold such licence and rights thereunder subject to the requirement that all insurance and required provincial licences are not suspended, cancelled or otherwise revoked, and shall return the licence to the City immediately upon any such suspension, cancellation or revocation.

(4) A tow-truck owner's or driver's licence given to the City under subsection (3), shall be returned to the owner, upon the owner supplying the City with proof of reinstatement of the insurance or provincial licences, along with the particulars thereof required by subsection (1).

4. (1) In addition to the application, an applicant for a tow-truck driver's licence shall provide:

- (a) where available, the full name and address of his employer;
- (b) where available, the name of the owner and municipal licence number, respecting the tow-truck to be driven;
- (c) proof of a valid provincial driver's licence, along with the licence number; and
- (d) three recently taken passport sized photos with a head and shoulders view, clearly showing the applicant's face.

(2) A tow-truck driver licensed under this section, shall hold the licence and rights thereunder subject to the requirement that the provincial driver's licence is not suspended, cancelled or otherwise revoked, and shall return the tow-truck driver's licence to the City immediately upon any such suspension, cancellation or revocation.

(3) A tow-truck driver's licence given to the City under subsection (2), shall be returned to the driver, upon the driver supplying the City with proof of reinstatement of the provincial licence, along with the particulars thereof required by subsection (1).

REGULATION

5. (1) No person shall solicit the hiring of a tow-truck or offer towing services, while that person is within 200 metres of,

- (a) the scene of a motor vehicle accident or apparent accident; or
 - (b) a motor vehicle involved in an accident,
- on a highway.

(2) No Licence Holder shall park or stop a tow-truck on a highway within 200 metres of,

- (a) the scene of a motor vehicle accident or apparent accident; or
- (b) a motor vehicle involved in an accident.

(3) Subsections (1) and (2) do not apply to a person who is at the scene of the accident at the request of a police officer, a municipal fire fighter, an officer appointed for carrying out the provisions of the Highway Traffic Act, a person engaged in highway maintenance, or a person involved in the accident.

6. (a) An owner of a tow-truck shall not permit the operation of the tow-truck within the City of Hamilton by a driver who does not have a valid and current licence issued under this Schedule.

(b) A tow-truck owner shall supply the City of Hamilton Licence Division with a current written list of all tow-truck drivers' names, addresses and telephone numbers, within seven days of obtaining a tow-truck owner's licence, and shall also supply the City with any further additions or deletions to such list.

7. While operating a tow-truck, the driver shall carry the photo identification and licence supplied by the City and shall produce such documentation on demand, to a police officer or other persons authorized to enforce by-laws of the City.

8. (1) No licensed tow-truck owner shall drive or operate any tow-truck, or permit to be driven or operated any tow-truck, without first ensuring the tow-truck has:

(a) the licence plate issued by the City, affixed on the outside of the tow-truck and facing the rear, prominently displaying the identifying licence number, in such a manner that the number is visible from behind the truck and without obscuring the provincial licence plate;

(b) the name of the owner, or a registered trade name, painted on the outside of each door in letters at least 5 centimetres in height, in a colour contrasting to that of the doors, so that the name is prominently displayed;

(c) the address and telephone number of the owner, painted on the outside of each side of the body or door, in letters of at least 4 centimetres in height, in a colour contrasting to that of the body or door, so that the address and telephone number are prominently displayed; and

(d) the municipal licence number, painted on the side of the tow-truck on the outside of each front quarter panel, in letters at least 12 centimetres in height in a colour contrasting to that of the quarter panel, so that the number is prominently displayed.

(2) A tow-truck owner, prior to driving or operating, or permitting the driving or operation of the tow-truck, shall outfit the tow-truck with the following equipment in working order, which shall be considered a minimum standard for the purposes of safe operating condition:

(a) one 5 pound capacity, multi purpose A,B,C rated portable fire extinguisher, listed by Underwriters Laboratories of Canada, capable of functioning at -40 degrees celsius, mounted in the cab or under protective covering, and maintained in accordance with manufacturers specifications;

(b) a flashlight, broom, shovel and heavy duty pry bar;

(c) a reflective safety vest for the driver and any assistant;

- (d) a device for securing the steering wheel of a motor vehicle to be towed;
- (e) two safety chains, each comprised of links of at least 5/16 of an inch of steel;
- (f) road flares in sufficient quantity for thirty minutes of use;
- (g) a light bar capable of being used on a towed vehicle if necessary;
- (h) a revolving light visible from the front and rear of the tow-truck; and
- (i) a lift, winch, dolly, trailer or like equipment for the towing, carrying, or lifting of motor vehicles, with the manufacturers or other tested ratings for weight capacity posted near the operators controls, and sufficient equipment to secure the towed vehicle to the tow-truck, trailer and dolly, and where the tow-truck is equipped with more than one device for towing, carrying or lifting motor vehicles all such equipment shall comply with the requirements of this paragraph.

(3) A tow-truck owner shall maintain, and by regular inspection ensure, that the tow-truck is kept in safe operating condition and in compliance with the applicable standards imposed by the Highway Traffic Act, failing which the tow-truck shall be removed from service.

(4) A tow-truck owner or driver shall comply with the request of a police officer or licence inspector to produce the tow-truck and allow it to be examined for the purposes of compliance with the requirements of subsections (1) and (2).

(5) A tow-truck owner or driver shall comply with the request of a police officer or licence inspector to take the tow-truck to a Ministry of Transportation vehicle inspecting facility, or to an Ministry of Transportation authorized inspector, and return with a current Safety Standards Certificate or any deficiency report obtained, for the purpose of ensuring compliance with the applicable requirements of subsections (1), (2) and (3).

9. The fees for issuance or renewal of licences under this Schedule shall be as follows:

- (a) For a tow-truck owner's licence, per vehicle\$100.00;
- (b) For a tow-truck driver's licence\$ 30.00.

2. This by-law comes into force and effect on January 1, 1992.

PASSED this day of A.D. 1991.

City Clerk

Mayor

(1991)

I.

To: Evelyn Myrie (Chair), Mary Kiss, Tom Jackson (members)
Hamilton Status of Women Sub-Committee
and
Hamilton City Council

From: T. A. Stubbs

Re: the alleged comments of John Gallagher 02/07/91

I would like to formally request an official inquiry into the alleged conduct and behaviour of John Gallagher with regard to the alleged "blonde jokes" attributed to him as reported in The Hamilton Spectator (03/07/91) by Ken Peters.

If John Gallagher's alleged behaviour and participation in the "blonde jokes" can be verified, then this behaviour is completely unacceptable, appalling and offensive, not only to women, but to racial and religious minorities as well as to progressive thinking citizens. In targeting an identifiable minority group - in this case women - already vulnerable to prevalent and existing stereotypes, the comments can be interpreted as discriminating, sexist, and repressive. Any elected official who conducts their public appearances in this manner is not only diservicing the people who elected her/him, but is also shadowing the fine efforts of so many other City Council representatives.


Thus, in writing this letter, I am endeavouring to cooperatively affect a solution through the mechanisms of the Hamilton City Council. I am aware that there is no mechanism in place, with the exception of the electorate's decision to choose to not re-elect a candidate, to get rid of an elected official for disciplinary reasons. In conducting an investigation into this most current alleged situation involving John Gallagher, as well as into the alleged "October incident", John Gallagher will be either cleared, or found to be guilty of discriminatory and sexist conduct. This investigation need not be too time-consuming; the alleged incidents, as reported in The Hamilton Spectator, were well attended by both the press and other City Councillors. Any time spent on this investigation will be serving the best interests of the women of this community.

Because of John Gallagher's position on the Hamilton Status of Women

Sub-Committee, in the event that his alleged conduct can be and is verified, there is no suitable alternative except to demand, and force by way of City Council vote if necessary, his resignation from that committee, by way of motion, resolution, or other formally accepted parliamentary procedure.

I hope that my requests can be dealt with internally; however, please be advised that in the event that these matters are not resolved satisfactorily in a manner which best serves the interests of women, minority groups, and other citizens, that I will pursue my rights and interests through **further** consultation with the Human Rights Commission.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Terri Adele Stubbs', written in a cursive style.

Terri Adele Stubbs

c.c. Evelyn Myrie

Tom Jackson

Mary Kiss

D. LaCourse- Human Rights Commission

Deborah Walker -CHCH

Ken Peters- The Hamilton Spectator

MR. & MRS. A. CALDER
30 YARMOUTH COURT
HAMILTON, ONT. L8S 3E1
(416) 526-1381

JUL 10 1991

July 11, 1991

Mr. John Thompson,
Finance and Administration Committee,
City Hall,
71 Main Street West,
HAMILTON, Ont.

Dear Mr. Thompson:

I am writing to protest the misuse of my tax dollars by the Status of Women Committee in its attempt to sanitize the utterances of our elected representatives. To wit, Alderman John Gallagher. Throughout history, censorship has been the weapon of the tyrant and the authority to censor should never be permitted to fall into the hands of extremists.

Alderman Gallagher was elected by the people and I would like to know by whose authority this unelected watch-dog committee (with its declared bias) is permitted to decide the suitability of the jokes he tells.

If I have my facts right, the joke he told was not intended for general consumption and I am disturbed at the hypocrisy we are encouraging by the feigned concern we publicly express for "offensive" jokes. Most jokes could offend someone but once-upon-a-more-tolerant time, people were more into laughter than they were into censorship. There was a damn sight more sincere sensitivity and tolerance around back then.

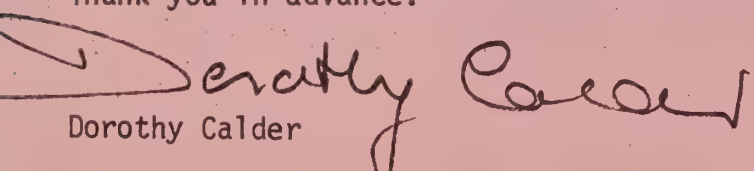
I have never met or talked to Alderman Gallagher and I know nothing of his politics. However, I do know several people who have told "blonde" jokes and although it may surprise the Status of Women Committee, about half the joke tellers were women. Several of them were even blonde - including my blonde-by-choice daughter! Blondes are not a powerless underclass in our society and in a survey of relatives, friends and acquaintances, I found no one interested in spending even a single tax dollar to eliminate "blonde" jokes from our environment.

I would like to receive some information about the people on the Status of Women Committee. What are their qualifications? Who appoints them and in establishing their priorities what kind of input do they seek from mainstream women? What kind of salaries do we pay them and which specific achievements can we credit to them which have either benefitted the community as a whole or saved us some tax dollars? If their goal is to enhance the stature of women in the community, this childish reaction to a joke has done just the opposite.

My tax bill is outrageous enough without all this extra nonsense we are paying for. If the Status of Women Committee has nothing more useful to waste our money on perhaps we should do away with it and put the tax dollars towards a twice a week garbage collection during the summer.

I phoned the Status of Women Committee with my complaint and was advised to put my thoughts in writing and send them to you. This is not a frivolous complaint and I trust it will be given your sincere consideration.

Thank you in advance.


Dorothy Calder

C.C. Alderman Gallagher and others



CITY COUNCIL

CITY HALL
71 MAIN STREET WEST L8N 3T4
(416) 546-2730

1005/17 ROBINSON STREET L8P 1Y6
(416) 525-6647

2.

July 17, 1991

Dear Alderman Hinkley,

I've received some citizen concerns over the release of helium balloons in the city.

There are two fundamental issues: the possible damage to wildlife, particularly fish and sea mammals where there is a record of the deflated balloons being swallowed by them. But perhaps more importantly, in our urban environment, is the littering effect of hundreds of these balloons falling into the streets, parks and fields. This, of course, is completely contrary to the policy we have of making the public conscious of their duty to put their litter in containers instead of dropping it anywhere.

Perhaps you or your committee could request the views of staff on the pros and cons of whether there should be a local by-law to control the use of free flying balloons.

Yours,

A handwritten signature in black ink, appearing to be 'BM' followed by a long horizontal stroke.

William M. McCulloch
Alderman, Ward 2

WM:jf

Alderman Brian Hinkley
Chairman, Finance & Administration Committee



JUN 26 1991

3.

CITY COUNCIL
HAMILTON, CANADA

Alderman Don Drury

71 MAIN STREET WEST L8N 3T4 • (416) 546-2730 • RES. (416) 545-7077 - WARD 3

1991 June 24

Alderman Brian Hinkley
Chairman & Members of the
Finance & Administration

Dear Mr. Chairman and members:

Re: Guidelines for Future Hamilton
Twin City Relationships

Would you please note the attached minutes of the meeting of June 12, 1991 of the Hamilton Mundialization Committee concerning the Twin City relationships. Please note draft no. 3 from January 9, 1991 and the changes contained in draft no. 4 of June 12, 1991.

We would be most appreciative if the Finance and Adminstration Committee would review the draft guidelines and forward them onto Hamilton City Council for acceptance.

If you have any further questions or concerns regarding the Mundialization Committees suggestions, I am sure a member of the Committee would be pleased to address your Committee to share their concerns.

Sincerely,

Don Drury
Alderman, Ward 3

DD:jf

JUN 19 1991

June 18, 1991

Don Drury
Alderman
Hamilton City Hall

Dear Mr Drury:

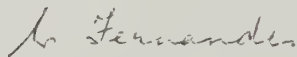
Thank you for your letter dated May 23, 1991 and the enclosed memo: from the **Finance and Administration Committee re.. Guidelines For Future Hamilton Twin City Relationships**. We were hoping that you would attend our June 12th meeting.

The Hamilton Mundialization Committee reviewed articles 4 & 5 of draft no: 3 - January 9, 1991 and felt that the references to 'ethnic communities' in articles #4 & #5 were not restrictive in that they did not contradict the primary focus of twinnings articulated in article #3 namely ...

"promotion of grassroots and people exchanges between cities".

However the committee carefully reviewed articles #4 and #5 and reworded the same to clarify their intent. Enclosed are copies of draft no: 3 and the draft no: 4 with the amended text. Please present the new draft to the Finance and Administration Committee as soon as possible.

Thank you,



Carolann Fernandes
President
Hamilton Mundialization Committee

cc Mayor Bob Morrow
Alderman Mary Kiss



**HAMILTON
MUNDIALIZATION
COMMITTEE**

Draft No. 4 June 12, 1991

GUIDELINES FOR FUTURE HAMILTON TWIN CITY RELATIONSHIPS

**PIA PROPOSAL FROM THE HAMILTON MUNDIALIZATION COMMITTEE TO
HAMILTON CITY COUNCIL**

1. It is desirable that a potential twin city state its intent or plan for mundialization in the twinning contract that is negotiated with the City of Hamilton.
2. It is desirable that the potential twin city identify a group within its city to liaise with the Hamilton Mundialization Committee.
3. It is desirable that the premiere purpose of twinning should be promotion of grass roots or people exchanges between the cities. This will include **a)** broad support for the potential twin city relationship within the equivalent cultural community and **b)** representation and active participation of the equivalent cultural community in Hamilton on the Hamilton Mundialization Committee.
4. It is desirable that procedures and mechanisms for the presentation of proposals for twinning by interested parties to City Council be defined and formalized.
5. It is desirable that the procedures indicate the point in the selection process of a twin city when a recommendation from the Mundialization Committee is solicited.
6. It is desirable that an annual review of the City of Hamilton's activities and relationships with existing twin cities be undertaken to be used in considering proposals of new twins.
7. It is desirable that no more than two new twin cities be selected within a two-year period.
8. It is desirable that the respective responsibilities of City Hall and the Mundialization Committee for arrangements for each exchange visit be clearly defined in the planning phase of the visit.

Draft No.3, January 9, 1991.

GUIDELINES FOR FUTURE HAMILTON TWIN CITY RELATIONSHIPS
A PROPOSAL FROM THE HAMILTON MUNDIALIZATION COMMITTEE TO
HAMILTON CITY COUNCIL

1. It is desirable that a potential twin city state its intent or plan for mundialization in the twinning contract that is negotiated with the City of Hamilton.
2. It is desirable that the potential twin city identify a group within its city to liaise with the Hamilton Mundialization Committee.
3. It is desirable that a premiere purpose of twinning should be promotion of grass roots or people exchanges between the cities.
- ④ It is desirable that a potential twin city relationship have broad support within the equivalent Hamilton ethnic community.
- ⑤ It is desirable that the Hamilton ethnic community of a twin city be represented on the Hamilton Mundialization Committee. The representatives would be expected to participate in all activities of the Committee and to accept major responsibility in implementing exchanges between the cities.
6. It is desirable that procedures and mechanisms for the presentation of proposals for twinning by interested parties to City Council be defined and formalized.
- ⑦ It is desirable that the procedures indicate the point in the selection process of a twin city when a recommendation from the Mundialization Committee is solicited.
8. It is desirable that an annual review of the City of Hamilton's activities and relationships with existing twin cities be undertaken to be used in considering proposals of new twins.
9. It is desirable that no more than two new twin cities be selected within a two-year period.
10. It is desirable that the respective responsibilities of City hall and the Mundialization Committee for arrangements for each exchange visit be clearly defined in the planning phase of the visit.

4.

CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 February 4

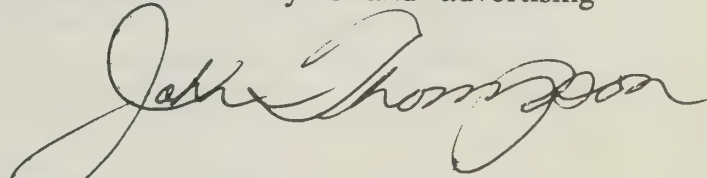
REPORT TO: Chairman and Members
Finance and Administration Committee

FROM: Mr. John Thompson, Secretary
Handbill Sub-Committee

SUBJECT: BY-LAW RESPECTING BILL POSTERS AND BILL
DISTRIBUTORS

RECOMMENDATION:

- (a) That the attached final Draft By-law to replace Schedule 19, to Licensing By-law 79-323 Respecting Bill Posters and Bill Distributors, be enacted by City Council.
- (b) That, upon enactment of the attached By-law, a letter be forwarded to Canada Post Corporation ("Canada Post") requesting voluntary compliance with the provisions of the By-law in the delivery of advertising flyers and handbills.
- (c) That the Honourable Harvie Andre, Minister responsible for Canada Post Corporation, be requested to amend the Canada Post Corporation Act, Revised Statutes of Canada 1985, Chapter C10, to require compliance with Municipal By-laws regulating the distribution of flyers and advertising material.



FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Unknown at this time. It is, however, anticipated that some increased activity will occur in the Licence Division of the City Clerk's Department through complaints during the initial phase-in period of the By-law. An assessment of enforcement costs will be reviewed for consideration in the 1992 budget expenditures.

BACKGROUND:

Also attached are the following for your information and review:

- (a) City of Montreal Public Article By-law along with their ordinance.
- (b) Copy of a report of the Commissioner of Public Works and the Environment, City of Toronto, dated 1991 January 8, to the City Services Committee regarding the distribution of advertising material - "junk mail".
- (c) Copies of newspaper articles on advertising flyers and handbills.

att.

CITY OF HAMILTON

- INFORMATION -

DATE: 1991 January 30

REPORT TO: Mr. J. D. Thompson, Secretary
Handbills Sub-Committee, of the Keep Hamilton Clean Committee

FROM: Ron A. Sabo, Assistant City Solicitor
Law Department

SUBJECT: Amendment/Bill Distributors
License By-law

BACKGROUND:

A public meeting on an earlier draft of the by-law was held on October 1, 1990. Suggestions and concerns raised at the meeting required revision of the earlier draft by-law.

DISCUSSION:

The draft is a proposed amendment to the current licensing by-law, which adds regulations governing the distribution of handbills, such as advertising flyers. The by-law was prepared according to the specifications of the Sub-Committee, and included minor housekeeping changes to the rest of Schedule 19, to both incorporate the suggested amendments, and to clarify the wording of the Schedule which has not been updated since at least 1979.

The intention of the proposal is to control unwanted distribution and problems caused thereby, including litter, unwanted advertising, nuisances from delivery persons damaging property, and stacks of paper indicating the residents are absent. The Sub-Committee's major concern is commercial advertising, and the by-law only exempts those business which deliver their own advertising. This was a policy decision and relates to the fact that businesses will be reluctant to offend customers by improper delivery.

LEGAL IMPLICATIONS:

Content of Draft By-law:

Section 2(1) is essentially unchanged, requiring various businesses to obtain a licence, including handbill distributors.

Section 2(2) provides exceptions to the requirement for a licence for persons distributing handbills, and which correspond with the practices followed by the Licensing Department. Exceptions are set out in this subsection for distribution of flyers through the mail(**paragraph (a)**), for which the City lacks jurisdiction; and for those bills which the owner pays to have delivered, or are contained in materials in which the owner has

delivered under contract(**paragraph (b)**), such as flyers delivered along with newspapers, etc. The delivery of these handbills can be controlled by the owner through contract or by complaint.

While regular newspapers are exempted under **paragraph (b) of Section 2(2)**, community newspapers are delivered free of charge, and are exempted under **paragraph (c)**. These newspapers will remove a persons' address from a delivery list on request, but because they are delivered free of charge, so no contract exists.

Paragraph (d) clarifies to the reader that community, political and religious groups are excluded, although these would tend not to be businesses in any event.

Paragraph (e) exempts businesses delivering their own advertising, as they are not strictly in the business of distributing handbills. This paragraph recognizes that controls upon distribution directly affect the need for, and choice of advertising, and the likelihood that small or new businesses often resort to direct advertising because of cost and location.

Section 2(4) clarifies that the license is not permission to trespass, and the subsection does not itself create an offence under which a charge can be laid. The use of the laws respecting trespass would be more appropriate in circumstances where property is damaged or where other offenses are committed, and the involvement of the City is unnecessary.

Sections 4 and 5 have existed in Schedule 19 for at least 10 years and changes made thereto were simply housekeeping changes to grammar and syntax.

Sections 6 and 7 contain the changes to Schedule 19 recommended at the Handbill Subcommittee. **Section 6** sets out regulations which apply solely to bill distributors. The provisions permit the charging of businesses whose employees ignore the regulations for delivery and non-delivery of bills.

In particular, **section 6(1)** requires the use of existing driveways and walkways of properties to which deliveries are made. This is aimed at addressing complaints of bill distributors walking across lawns, flowerbeds, etc.

Section 6(2) governs the manner of delivery of bills, and where bills cannot be delivered properly, in accordance with those regulations, then the bill distributor must not leave materials at those premises. The regulations require delivery within the existing mailbox or slot and the closing of the slots so that bills are not visible. This is aimed at preventing noticeable accumulation of bills, and to ensure so that they are not displaced by wind or damaged by rain.

Section 6(3) provides for the ability of an owner to refuse deliveries, by displaying a sign in the form as set out in the by-law. The City will supply copies of the sign, but any already existing sign which would prohibit such deliveries is useable. Such signs may be used on a permanent basis, or on a temporary basis, such as when the occupants are away on holidays.

Sections 6(4) and (5) provide for the identification of persons making deliveries, and on the materials delivered. Either the bill distributor is required to wear clothing or similar displays, which show the name of the licensed bill distributor and their telephone number; or the bills or their wrapper must be stamped with the name of the bill distributor, the telephone number and the mailing address. Knowing the identity of bill distributors will allow direct complaints from residents to distributors, which may reduce costs of enforcement.

Section 7 aids in the enforcement of sections 6(4) and (5), by clarifying the correct name, telephone number and mailing address to display.

Section 8, setting out the fees for licenses, shows an increase for bill distributors, currently \$28.00 to \$100.00, to cover increased costs of enforcement.

Provisions were drafted to allow direct contact amongst residents, advertisers and distributors, recognizing direct complaints can be effective in addressing some delivery and environmental concerns. No deletion was made to Schedule 19 for regulations governing other forms of businesses. The definitions are to aid the enforcement of the by-law, and clarify the exceptions to the requirement to obtain a license.

Enforcement:

Enforcement will be on a complaint basis. Except for the offence of not having a licence, most charges against bill distributors will require as witnesses both the inspector, and property owner.

The requirement for a license gives the City control over issuance a license, based on compliance with general laws, and municipal by-laws. Problems can be addressed by warnings before the License Committee, or where appropriate, by suspensions or revocations, upon the approval of Council. Businesses operating without a license may be charged under the general licensing by-law. There is no requirement for employees to be licensed, unchanged from the original by-law.

The detailed regulations will require detailed evidence to enforce. As well, because the regulations are so specific, a number of minor offenses are created (For instance, the failure to close the mailbox or slot after placing a bill inside is an offence under the by-law). While such offenses can be pursued in court, a court is likely to apportion the fine in accordance with its opinion of the trivial nature of the offence. While some offenses created may seem minor, and fines obtained cost-ineffective, the License Committee has authority to recommend suspensions and refusal to renew licenses based on a number of offenses, and failure to correct improper delivery methods.

Some problems may also arise with the identification of businesses which do not have licenses, as is possible with any licensing by-law. After a delivery, there may be little proof available to identify the distributor. However, large scale patrols of the City for offenders, would be expensive to regularly conduct. As well, the authority of municipal license inspectors does not extend to arrest and demand of identification. As with all such

matters, inspectors must obtain such identification, and the identity of the employer through the willingness of the person they are questioning. Advertising will identify the source of the advertiser, giving opportunity for further investigation.

The visibility of the NO HANDBILLS sign, or other signs will also be important to enforcement. Locating signs at entrance gates or mailboxes is suggested, multiple signs may limit deliveries at residences which have more than one entrance.

The City, as prosecutor, has discretion against whom charges are laid and in what circumstances, allowing the lack of proof to be considered in each case.

The Corporation of the City of Hamilton

BY-LAW NO. 91-

To Replace Schedule 19, To Licensing By-law 79-323

Respecting :

BILL POSTERS AND BILL DISTRIBUTORS, ETC.

WHEREAS Paragraph 8 of Section 230(1) of the Municipal Act, R.S.O., 1980, Chapter 302, provides that by-laws may be passed to license, regulate and govern bill distributors, advertising sign painters, bulletin board painters, and sign posters;

AND WHEREAS Paragraph 76 of Section 210 of the said Municipal Act, provides that by-laws may be passed to prohibit the throwing, placing or depositing of debris or refuse on private property or on the property of the municipality or local board thereof, without the authority of the owner or occupant;

AND WHEREAS Paragraph 5 of Section 315 of the said Municipal Act, provides that by-laws may be passed to prohibit the throwing, placing or depositing of dirt, filth, glass, handbills, paper or other rubbish or refuse on any highway or bridge;

AND WHEREAS Section 160 of the Regional Municipality of Hamilton-Wentworth Act, R.S.O.1980, Chapter 437, provides that the council of the City of Hamilton may pass any by-law that a board of commissioners of police is authorized to pass under the Municipal Act;

AND WHEREAS it is considered desirable and expedient to amend Schedule 19 to City of Hamilton By-law 79-323, to further regulate bill distributors to prevent and reduce nuisance and litter;

AND WHEREAS the Council of the Corporation of the City of Hamilton, in adopting Item of the Report of the Finance and Administration Committee at its meeting held on the day of February 1991, directed that Schedule 19 to By-law 79-323 be repealed and replaced as hereinafter provided.

NOW THEREFORE the Council of the Corporation of the City of Hamilton enacts as follows:

1. Schedule 19 to By-law 79-323 of The Corporation of the City of Hamilton, enacted on the 27th day of November, 1979, and amended by By-law No. 84-244, By-law No. 88-271, By-law No. 89-347, and By-law No. 90-338 is hereby repealed in its entirety, and the following substituted therefor;

SCHEDULE 19

To City of Hamilton By-law No. 79-323 respecting:

BILL POSTERS AND BILL DISTRIBUTORS, ETC.

PART 1 : Definitions

1.(1) For the purposes of this Schedule, "bill" shall include a written or printed handbill, notice or advertisement, and any envelope, covering, wrapper, or container in which a bill is enclosed.

(2) In this Schedule "newspaper" shall include a printed publication in sheet or magazine form, intended for general circulation and published regularly, consisting in great part of current news of events of general interest, taking into account the date of publication and the date of distribution of the publication in respect of whether or not the news is current.

(3) In subsection 2(2) the "sale of the goods or services of the publisher" shall not include the sale of subscriptions to the publisher's newspaper.

PART 2 : Requirement for License

2.(1) No person shall carry on or engage in any of the following businesses or trades :

- (a) bill poster;
- (b) advertising sign painter;
- (c) bulletin board painter;
- (d) sign poster; or
- (e) bill distributor,

without first obtaining a licence under this Schedule entitling them to do so.

(2) A license is not required under paragraph 2(1)(e), by a person engaged in the trade or business of distributing bills, if the bills are being distributed or delivered:

- (a) by mail,
- (b) according to, or within materials delivered by a subscription or contract with the owner or occupier of the premises at which the bills are delivered,
- (c) in newspapers delivered free of charge to the owner or occupier of the premises at which delivery is made, where the main purpose for distribution of the paper is not to advertise the sale of the goods or services of the publisher,
- (d) by or for community, political or religious groups who are soliciting membership or participation in such groups, or attendance at meetings dealing with community, political or religious issues, or
- (e) by an owner or employee of a business distributing the business's own bills,

and except for section 4, this Schedule does not apply to such distributions and deliveries.

(3) An employee of a person licensed under paragraphs 2(1)(a) through (e) is not required to be licensed under this Schedule for the purposes of such employment.

(4) A license for the distribution of bills issued under this Schedule is not authority to enter upon or commit a trespass against any property without the consent of the owner or occupier thereof.

PART 3 : Miscellaneous Prohibitions

4. No person shall post, distribute, or cause or permit the posting or distribution of any poster, picture or handbill that is indecent or that tends to corrupt morals.

5. No person, required under the provisions of this Schedule to be licensed, shall distribute, or cause or permit to be distributed, any poster, picture, bill, printed matter or other paper whether printed or not, by having the same:

- (1) handed to any person in any highway or other public place;
- (2) deposited in or on any motor vehicle;
- (3) deposited on any lawn, driveway, lane, walkway, or other such place; or
- (4) deposited on any highway, bridge, alley, park or other public place;

and every such person shall be responsible for any such non-compliance by any of their employees, servants or agents in the course of such employment or agency.

PART 4 : Regulation of Bill Distribution

6. No person, required under the provisions of this Schedule to be licensed as a bill distributor, shall distribute bills, or cause or permit the distribution of bills, contrary to the following regulations :

(1) Persons distributing bills to private property shall use only the existing driveway or walkways of the property at which the deliveries are being made;

(2) Where the delivery of bills to private property is permitted, such deliveries shall be made so that :

(a) Subject to subsection (3), the bills shall be placed inside the mail box or mail slot, where a mail box or slot exists, and the box or slot shall be closed so that the bills are not visible from outside such box or slot,

(b) Also subject to subsection (3), where no mail box or slot exists, bills must be securely affixed to the property in a place and manner near an entrance door, so as not likely to be displaced by wind, exposed to rain or snow, or to view from the highway, or other public place, or

(c) Where paragraphs (a) or (b) apply, but the provisions thereof cannot be fully complied with, then no bills shall be left at or on the property, without the consent of the owner or occupant thereof;

(3) No distribution of bills shall be made to private property without the consent of the owner thereof, where the property displays, visible from a highway, lane, driveway, walkway, verandah, porch, step or other such approach to a doorway :

(a) a "NO HANDBILLS" sign in Form 1, as set out in Appendix "A" hereto annexed, which appendix is included in, and forms a part of this Schedule, or

(b) any other sign indicating the owner or occupier of the property prohibits such deliveries;

(4) Subject to sub-section (5), the name and telephone number of the licensed bill distributor, shall be legible and visible from the back of persons distributing bills for the licensee, by having the same in characters at least 5 centimetres in height on a contrasting background, printed on a vest, coat, delivery bag, carrying cart, or other equivalent means of display carried on or about the person making deliveries;

(5) The requirements of sub-section (4) do not apply where the licensed bill distributor has legibly printed on the bills delivered, or the envelope, covering, wrapper, or container in which the bills are delivered, in characters at least 1.2 centimetres tall, the name of the licensed bill distributor, their telephone number and mailing address;

(6) No other sign or display shall be carried by persons distributing bills, which would tend to confuse or mislead an observer as to the identity and telephone number of the licensed bill distributor required to be displayed by subsection (4);

and every such bill distributor shall be responsible for any such non-compliance by any of their employees, servants or agents in the course of such employment or agency.

7. For the purposes of subsections 6(4) and 6(5), the name, telephone number, and mailing address of a licensed bill distributor shall be deemed to be the same as the information supplied with the application to the Corporation of the City of Hamilton for the license, unless the bill distributor delivers to the Licensing Department of the said City, at least five days prior to use of the name, address, or telephone number, a written

request setting out the name, address and telephone number supplied with the application and any changes requested to such information, along with the license number of bill distributor.

PART 5 : License Fees

8. The amount of the licence fee for a licence granted under this Schedule shall be as follows :

(1) Bill distributor.....\$100.00;

(2) Bill Poster, Advertising Sign Painter, Bulletin Board Painter, Sign Poster.....\$605.00.

2. Appendix "A" hereto annexed is included in, and forms a part of Schedule 19 as enacted by this by-law.

3. This by-law comes into force and effect on the date of its passing and enactment.

PASSED this day of A.D. 1991.

City Clerk

Mayor

(1991)

**APPENDIX "A" TO SCHEDULE 19 OF
BY-LAW 79-323, AS AMENDED**

FORM 1

"NO HANDBILLS SIGN"





Règlement
By-law

8588

Règlement sur la distribution d'articles publicitaires.

À la séance du Conseil de la Ville de Montréal, tenue le 14 août 1990,

le Conseil décrète:

1. — Dans le présent règlement,

“**article publicitaire**” signifie un dépliant, une brochure, un prospectus, un feuillet ou tout article publicitaire semblable conçu à des fins d'annonce ou de réclame;

“**distributeur**” désigne quiconque, pour son propre compte ou pour le compte d'un tiers, distribue lui-même ou par l'intermédiaire d'un commis à la distribution, des articles publicitaires sur la propriété privée.

2. — Il est interdit de distribuer des articles publicitaires sur la propriété privée sans détenir le permis de distribution prévu au Règlement concernant les permis et taxes spéciales ou personnelles sur les commerces, occupations et activités (5568, modifié). Le permis doit être porté par toute personne physique effectuant une distribution de manière à ce qu'il soit en évidence et que le public puisse le voir.

3. — Un article publicitaire ne peut être distribué à moins qu'il ne porte le nom et l'adresse de la personne morale ou physique au nom de qui a été délivré le permis mentionné à l'article 2.

Dans les cas où le distributeur utilise un emballage pour la distribution des articles publicitaires, il peut apposer les

By-law concerning the distribution of advertising material.

At the meeting of the Conseil de la Ville de Montréal held on August 14, 1990,

the Conseil ordained:

1. — In this by-law,

“**advertising material**” means a folder, a brochure, a prospectus, a leaflet or any similar advertising material designed for advertising or publicizing purposes;

“**distributor**” designates whoever, on his own account or for a third party, distributes, either himself or through a distribution assistant, advertising material on private property.

2. It is prohibited to distribute advertising material on private property without holding the distribution permit provided in the By-law concerning permits and special or personal taxes on businesses, occupations and activities (5568, as amended). The permit must be carried in a conspicuous way by any individual making a distribution and so that the public can see it.

3. — No advertising material may be distributed unless it bears the name and address of the legal entity or of the individual in whose behalf the permit mentioned in Article 2 was delivered.

In cases where the distributor uses a wrapping for the distribution of advertising material, he may affix the men-

(a)

mentions exigées à l'alinéa précédent sur l'emballage seulement.

4. — Il est interdit de déposer ou de faire déposer un article publicitaire sur le domaine public.

5. — La distribution d'articles publicitaires doit se faire entre 8 h et 22 h.

6. — Sous réserve de l'article 8, il est interdit de déposer ou de faire déposer un article publicitaire sur la propriété privée, sauf :

- a) Dans une boîte ou une fente à lettres;
- b) Dans un réceptacle prévu à cet effet;
- c) Sur un porte-journaux ou en le suspendant à celui-ci;

d) Dans le vestibule d'un bâtiment, lorsque l'accès y est autorisé, sur une étagère ou dans un réceptacle prévu à cet effet, à condition de ne pas obstruer ni encombrer la voie d'issue.

Dans le cas où un article publicitaire est introduit dans une fente à lettres, le rabat de cette fente doit être complètement abaissé après le dépôt.

7. — Quiconque effectue la distribution d'articles publicitaires doit emprunter les allées, trottoirs ou chemins menant aux bâtiments.

8. — Il est interdit de déposer ou de faire déposer un article publicitaire sur une propriété privée si le propriétaire ou l'occupant indique, au moyen de l'affiche prescrite en vertu du deuxième alinéa, qu'il refuse de recevoir de tels articles.

Le Comité exécutif prescrit par ordonnance la teneur de l'affiche mentionnée au présent article et ses dimensions minimales et maximales.

tions required under the preceding paragraph on the wrapping only.

4. — It is prohibited to place or cause to be placed advertising material on the public domain.

5. — The distribution of advertising material shall take place between 8 a.m. and 10 p.m.

6. — Subject to Article 8, it is prohibited to place or cause to be placed advertising material on private property, except:

- a) in a letter box or slot;
- b) in a receptacle provided for such purpose;
- c) on a newspaper rack or by hanging it on such rack;

d) in the vestibule of a building, when access thereto is authorized, on shelves or in a receptacle provided for such purpose, on condition not to obstruct or clutter up the exit.

In cases where advertising material is inserted in a letter slot, the flap of such slot shall be fully lowered after the material is inserted.

7. — Whoever carries out the distribution of advertising material shall use the alleys, sidewalks or ways leading to buildings.

8. — It is prohibited to place or cause to be placed any advertising material on private property if the owner or the occupant shows, with the sign prescribed under the second paragraph, that he refuses to receive such material.

The Comité exécutif shall prescribe by ordinance the content of the sign mentioned in this article and, if applicable, its minimum and maximum dimensions.

9. — Quiconque contrevient au présent règlement commet une infraction et est passible

a) pour une première infraction, d'une amende d'au plus 300 \$, avec ou sans frais;

b) pour une deuxième infraction à la même disposition du présent règlement, dans une période de douze mois, d'une amende d'au moins 100 \$ et d'au plus 500 \$, avec ou sans frais;

c) pour toute infraction subséquente dans la même période, d'une amende d'au moins 500 \$ et d'au plus 1 000 \$, avec ou sans frais.

10. — Lorsque le contrevenant au présent article est une corporation, elle est passible

a) pour une première infraction, d'une amende d'au plus 600 \$, avec ou sans frais;

b) pour une deuxième infraction à la même disposition du présent règlement, dans une période de douze mois, d'une amende d'au moins 200 \$ et d'au plus 1 000 \$, avec ou sans frais;

c) pour toute infraction subséquente dans la même période, d'une amende d'au moins 1 000 \$ et d'au plus 2 000 \$, avec ou sans frais.

11. — Le présent règlement prend effet le 1^{er} janvier 1991.

9. — Whoever contravenes this by-law shall commit a violation and be liable

a) for a first violation, to a fine of not more than three hundred dollars (\$300), with or without costs;

b) for a second violation of the same provision of this by-law within a twelve (12)-month period, to a fine of at least one hundred dollars (\$100) and not more than five hundred dollars (\$500), with or without costs;

c) for any subsequent violation within the same period of time, to a fine of at least five hundred dollars (\$500) and not more than one thousand dollars (\$1000), with or without costs.

10. — In cases where the contravenor is a corporation, it shall be liable

a) for a first violation, to a fine of not more than six hundred dollars (\$600), with or without costs;

b) for a second violation of the same provision of this by-law within a twelve (12)-month period of time, to a fine of at least two hundred dollars (\$200) and not more than one thousand dollars (\$1000), with or without costs;

c) for any subsequent violation within the same period of time, to a fine of at least one thousand dollars (\$1000) and not more than two thousand dollars (\$2000), with or without costs.

11. — This by-law shall become effective on January 1, 1991.

Ordinance No. 1

(Regulation regarding the distribution of public articles.
(8588))

At the meeting of the Executive Committee of the City of Montreal held December 12, 1990,

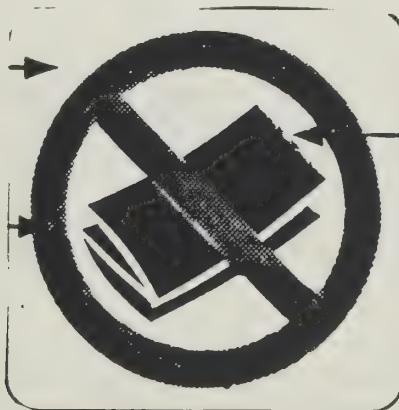
the Executive Committee decreed:

Signage indicating the refusal of an owner or occupant of a private property to receive public articles.

1. The signage referred to in the first line of Article 8 of the regulation regarding the distribution of public articles shall measure at minimum 4 cm by 4 cm and at largest 8 cm by 8 cm and shall conform to the illustration as follows:

white background

100% black



red

border

CITY OF TORONTO
DEPARTMENT OF PUBLIC WORKS AND THE ENVIRONMENT

JAN 8 2 34 PM '91

CITY CLERK'S OFFICE
SECRETARY'S SECTION

January 8, 1991

To: City Services Committee

Subject: Distribution of Advertising Material - 'Junk Mail'

Origin: City Council Meetings of June 25 and 26, 1990
(c39csc91012:278)

Recommendations:

1. That the draft amendment to By-law No. 20298 appended to this report, respecting the prohibition of throwing, placing or depositing of certain material on private property, be approved;
2. That the Corporation of Metropolitan Toronto be requested to amend, as described herein, the conditions for licensing 'bill distributors';
3. That I be authorized to produce at the City's expense 'No Junk Mail' signs for distribution to any City of Toronto resident requesting same;
4. That the City Solicitor be requested to prepare draft special legislation which would permit Council to pass by-laws regulating distribution of handbills door-to-door, and to report to the City Services Committee thereon; and
5. That the appropriate City officials be authorized to take whatever action is necessary to give effect to the above.

Background:

City Council, at its meetings of June 25 and 26, 1990, in considering a motion from Councillor Tom Jakobek respecting the above subject, requested me to report, in consultation with the City Solicitor, to your Committee on the implementation of a policy regulating the delivery of advertising flyers similar to that proposed by the City of Montreal. Further, your Committee, at its meeting of November 10, 1989, in considering a letter (October 24, 1989) from Metropolitan Councillor Richard Gilbert respecting the subject of litter from door-to-door delivery of flyers and advertising material, requested me to report on this matter. Lastly, your Committee, at its meeting of June 29, 1990, in considering a letter (June 1, 1990) from Councillor Betty Disero respecting the Montreal by-law regulating the delivery of

City Services Committee

January 8, 1991

advertising flyers, requested me to report on the possibility of implementing a similar by-law in the City of Toronto.

Comments:

I have been requested to report on the following suggestions for alleviating problems caused by the door-to-door distribution of flyers and other unsolicited advertising material.

1. Require all advertising flyers and handbills to have a return address with postal prepayment. This will allow persons not wanting such items to return them by post, at the advertisers' expense; and
2. That Toronto implement a by-law similar to that recently passed in Montreal which regulates the delivery of advertising flyers as follows:
 - require distributors of advertising material to have a distribution permit issued by the City;
 - enable residents to obtain a sign indicating that they do not wish to receive unsolicited flyers and prohibiting delivery of flyers to addresses that are so signed; and
 - clearly delineate the areas in which flyers can be placed on private property, e.g. letter boxes, letter slots, etc.

I have consulted with the City Solicitor who has advised that there is no legislative authority that would permit the City to require that handbills distributed door-to-door have pre-paid return postage, nor is there any power for a municipality to regulate material distributed by way of the federal post office. The City Solicitor advises that the chances of the City receiving provincial legislation applicable only to the City, which provides the control of door-to-door handbill deliveries, are not great, since the province generally wishes to approach such problems from a provincial-wide aspect. However, there is certainly nothing which prevents the City from making application to the province for such special legislation.

City Council does have the power to prohibit the throwing, placing and depositing of handbills or other paper or rubbish on the City streets, and appropriate provisions against littering are in place within By-law No. 20298 respecting garbage. This by-law could be amended to regulate the manner and location in which certain material is delivered on private property. The draft by-law, prepared by the City Solicitor and appended hereto, would require

-3-

City Services Committee

January 8, 1991

those distributing any printed material to private properties to place the material securely in a designated receptacle on the premises. Upon passing of the attached draft by-law, the City Solicitor will as a matter of course apply to the Chief Judge of the Provincial Court for the establishment of a set fine for contraventions of the by-law. I have consulted with the City Solicitor and am recommending a set fine of \$100.00 plus costs, which is the maximum set fine granted by the Chief Judge for offences under Refuse Collection By-law No. 20298. The enforcement of the provisions set out in the draft by-law will be difficult; the passing of this by-law, however, would allow the City to regulate the method of distribution of circulars in a manner similar to the enforcement of the provisions of the Refuse By-law.

The City Solicitor has advised that the Municipal Act provides Metropolitan Toronto with the power to pass by-laws for licensing, regulating and governing 'bill distributors', among other matters. In this regard, Metro Council could be requested to impose certain conditions on the granting of licences to those who deliver handbills including:

- a) A prohibition on the distribution of materials to households which place a sign on their property indicating a wish not to receive unsolicited printed material;
- b) A requirement for the advertising material distributed door-to-door to carry the name, address and licence number of the licence holder; and
- c) A requirement that any material delivered is done in a manner that does not create litter.

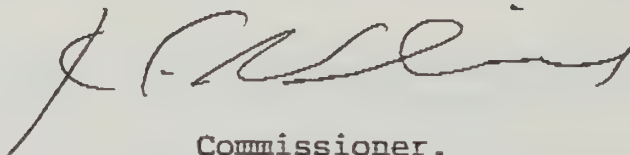
With respect to the suggestion that residents place signs at their households indicating that they do not wish to receive unsolicited hand-distributed material, the City Solicitor advises that there is nothing to prevent persons from putting out such signs, nor is there anything to prevent the municipality from providing such signs to its residents in the interests of the municipality. While signs could simply be notices posted on the premises, it would be preferable, according to the City Solicitor, that the process established under the Trespass to Property Act be followed, which would allow individual householders to prohibit entry on the premises to bill distributors, provided the simple process set out under the Act is followed. The process requires the property owners to place a sign at their premises to give notice that an activity is prohibited. If such notice is given in accordance with the Act, any person violating the prohibition is

-4-

City Services Committee

January 8, 1991

subject to arrest. Therefore, while there is no power which allows the municipality to prohibit by by-law the distribution of such material to persons who place such signs on their property, the provincial Act gives a method of prohibiting entry to premises of the persons referred to in the notice (in this case, bill distributors). I feel that it would be in the interests of the City to manufacture and distribute these signs to persons wanting same. The estimated cost of producing the signs and advertising their availability by way of tax or water bills is \$20,000. I have included this amount in my 1991 Current Estimates.



Commissioner.

____gp
DJH

Attachment

DRAFT BY-LAW

No. . A By-law

To amend By-law No. 20298 respecting the prohibiting of throwing, placing, or depositing of certain material on private property.

(Passed , 1990)

Whereas City Council at its meeting of , 199 , adopted clause of City Services Committee Report No. , recommending that By-law No. 20298 be amended to provide for the prohibition of throwing, placing or depositing of certain material on private property;

Therefore the Council of the Corporation of the City of Toronto enacts as follows:

1. By-law No. 20298, being "A By-law To provide for the cleaning of the streets and for the collection of waste in the City of Toronto" is amended by adding thereto as Section 7A, as follows:

" Throwing, Placing, or Depositing of Certain Material on Private Property

7A. No person shall throw, cast, place or otherwise deposit, or direct or allow any servant, agent, or employee to throw, cast, place or otherwise deposit any printed matter or other newsprint or magazine on private property except in a manner whereby such material is placed securely in a letter box, mail slot, mail deposit, news rack or other receptacle placed on the premises by the owner or occupant for receiving such material, unless the owner or occupant otherwise consents to the placing of such material on the property in a manner other than that described herein."

(c)

Trashing junk mail JAN. 3/91 Being responsible

However seductive the package — the promise of a personal million-dollar windfall or all-expense paid vacation to the sunny south — those junk mail offers are a nuisance to most people. Even worse, they waste paper and add to our garbage disposal problems.

Canada Post reports no fewer than 1.1 billion pieces of addressed advertising mail and 2.6 billion pieces of the unaddressed kind were delivered last year. That's an average of 343 pieces per household a year. The junk mail stream is anything but environmentally-friendly.

Some people fight fire with fire by marking the stuff 'Return to sender' and dropping it in the nearest mailbox. Or they may take the extra step of returning it directly to the source by using self-addressed, pre-paid envelopes sent with the package. But it seems that for every enterprise which gets the mes-

The industry is not known for self-restraint

sage, there's another piece of junk mail ready to take its place.

While individuals can fight back, the size of the junk mail stream isn't likely to be cut unless effective action is taken to prevent unwanted delivery. And some politicians are beginning to listen.

Metro Toronto's works committee recently adopted a massive waste reduction plan calling among other things for a voluntary campaign to cut junk mail. The plan would see postal workers not delivering advertising to mailboxes with "No Junk Mail" stickers on them.

While Canada Post is considering the sticker plan, postal authorities cautioned that direct mail is a \$6 billion-a-year business, employing 200,000 people. The corporation maintains that people pay to have the mail delivered and Canada Post has an obligation to deliver it.

Whatever the concerns of advertisers and Canada Post, politicians in Toronto and other communities shouldn't give up on finding ways to reduce a 'service' that hasn't been characterized by self-restraint.

Says Gerard Coffey of the Toronto Environmental Alliance: "There has to be a way to cut down on that stuff, and to make the producers responsible for what happens to it." He's right.

The Spectator, Jan 11/91

ANSWER RS

Toronto may curb junk mail

TORONTO — City politicians are to vote on a bylaw next week that aims to limit the distribution of junk mail.

The bylaw aims to prevent bill distributors, other than Canada Post, from dropping off magazines, newsprint flyers and other advertising flyers, widely known as junk mail, at homes where they are not wanted.

If approved by city council in February, the city will print "No Junk Mail" stickers and give them to residents who want to put them on their mail boxes or doors.

Once the bylaw is passed, city lawyers will apply to the provincial court to set a fine of \$100 for violators.

Man continues fight over junk mail Canada Post stops delivery

OTTAWA — An Ottawa man's attempt to stop the delivery of junk mail to his home has landed him in trouble with Canada Post.

Last week, Patrick Gouthreau received a letter telling him he'll no longer enjoy home mail delivery, because of what the corporation calls his "aggressive behavior" towards letter carriers. Instead, Mr. Gouthreau will have to collect his mail from a central depot.

According to Mr. Gouthreau, he's being penalized for his efforts over the past few months to stop Canada Post carriers from delivering unsolicited advertising mail to his home.

Mr. Gouthreau, who describes himself as an environmentalist, said letter carriers ignore a No-Junk-Mail sticker on his mailbox and dump heaps of unwanted mail on his doorstep.

Last Thursday, after a carrier refused to take back mail he delivered, Mr. Gouthreau said he stuck the mail into the man's letter bag.

Mr. Gouthreau said the carrier wasn't wearing a Canada Post uniform. He said he was later informed the man was a trainee carrier.

The next day, Mr. Gouthreau said, he received the letter from Canada Post telling him his mail delivery was being stopped.

For Mr. Gouthreau, the situation is the height of frustration. "If you don't want pollution dropped at your doorstep, you should have every right in a democracy not to take it."

"But I am being victimized for trying to do something for the environment. These people are telling me I have no right to refuse something I don't want in my home."

Mr. Gouthreau intends to fight back. So far, he's got more than 100 signatures on a petition he plans to send to local MPs and aldermen.

He also wants people who share his concern for the environment and the proliferation of junk mail to band together and develop an action plan.

Canada Post, meanwhile, says it is only doing the job it's legally obliged to do. Letter carriers, the

corporation argues, are right to insist on delivery of the mail in their possession.

"We have a legal obligation to deliver mail whether it is solicited or unsolicited, and blaming Canada Post for advertising mail is shooting the messenger," said Laszlo Szabo, a Canada Post spokesman.

The direct marketing business employs thousands of people and can't fold up because some people don't like advertising mail, he said.

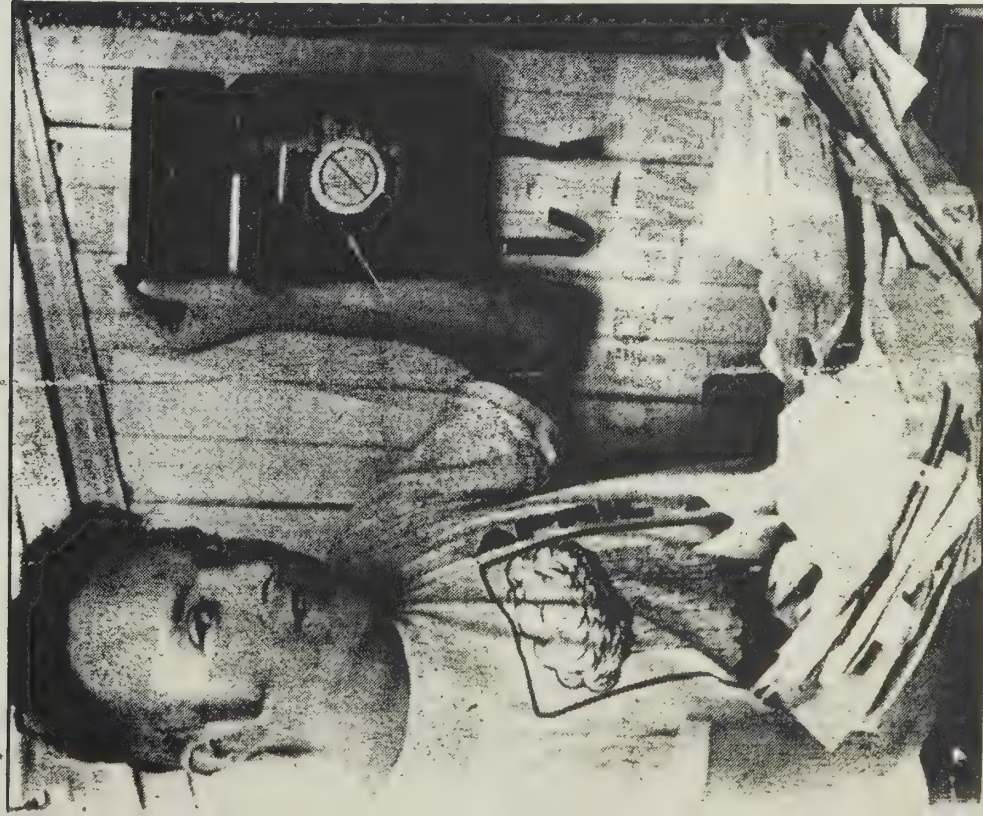
Direct mail

Canada Post controls about 25 per cent of the unaddressed direct mail market.

People who don't want to receive addressed advertising mail — that is, mail in which identity of the sender is readily apparent — can request in writing to the Canadian Direct Marketing Association that their names be taken off mailing lists.

But nothing can be done with unaddressed advertising mail which doesn't readily show who sent it, said Mr. Szabo.

From Canadian Press



Patrick Gouthreau is being forced to get mail from central depot.

CP

Aldermen propose revolt to stamp out junk mail

By JIM POLING
The Spectator

SOME CITY politicians are proposing Hamilton lead a junk mail revolt.

Aldermen are considering asking residents to gather unwanted mail that comes to their homes and businesses and send it directly to Harvie Andre, the minister responsible for Canada Post.

"That would send the federal government a message," said Alderman Dominic Agostino who

suggested the idea. "If hundreds and hundreds of packages of junk mail were sent, maybe he'll get a message that hopefully will extend beyond the City of Hamilton."

The idea will be discussed at a finance and committee meeting next month.

Mr. Agostino said people wouldn't have to pay for stamps since all mail to MPs in Ottawa is exempt of postal charges. The city might even supply the envelopes, he said.

Aldermen are upset at the federal government's inaction after a request to force Canada Post to comply with a proposed bylaw that would allow people to post stickers on their mail boxes indicating they don't want flyers, pamphlets and other types of junk mail distributed to home and businesses.

The city's finance and administration committee tabled the proposed bylaw in March. Aldermen said they could not support the legislation unless Canada Post was

made to comply, otherwise the Crown corporation would be given an unfair marketing advantage.

In March, the city sent a letter to Mr. Andre asking him to direct Canada Post to comply with the regulation. The letter was forwarded to Canada Post.

"We want the Canada Post Office Act amended, so the minister refers it to the corporation," Mr. Hinkley said. "This government is regressive Conservative, when they are supposed to be Progressive Conservative."

6/20

MAY 3 1991

Canada Post Corporation / Société canadienne des postes

OTTAWA, Ontario
K1A 0B1Corporate Manager
Customer ServiceDirecteur national
Service à la clientèle

1991 04 30

His Worship Mayor Robert M. Morrow
City of Hamilton
City Hall
71 Main Street West
HAMILTON, Ontario
L8N 3T4

*To clerk
council*

Dear Mr. Mayor:

I am writing in response to your letter of March 20 to the Honourable Harvie Andre, Minister responsible for Canada Post, which was forwarded to the Corporation, regarding municipal by-laws regulating the distribution of flyers and advertising material (Admail).

Let me first point out that Canadian businesses have been using the postal system to advertise for many years. Organizations such as direct marketers, mail order companies, charities, and educational institutions rely on Canada Post's Admail services as an affordable means of communicating with customers; they use the postal service to send flyers, catalogues, coupons, merchandise samples, and many other promotional items to consumers. Small businesses and community-based groups in particular have discovered that Admail enables them to distribute information at a much lower cost than other advertising media.

Furthermore, many customers find advertising mail useful; market studies show, for example, that the majority of Canadians welcome the free samples delivered to them by mail. While they may not appreciate everything they receive, only a few customers would wish to receive no Admail at all. Finally, Admail makes a significant contribution to the Canadian economy, as it generates over \$7 billion in revenues each year.


Although certain individuals may not wish to receive unsolicited advertising material, as you know, Canada Post cannot prohibit its distribution by mail. In Canada, access to the postal system is universal, provided that items of mail are properly prepared and paid for. Just as the Corporation cannot refuse to handle a private citizen's letter mail, we cannot refuse to deliver a company's advertising mail. Therefore, we are not in a position to accept or act upon specific instructions about what type of mail customers do or do not want to receive, nor do we believe it would be advisable for us to do so.

With respect to any suggestion that unsolicited Admail should not be delivered to households that have a sign on their mailbox indicating that the residents do not wish to receive such mail, I must reiterate that it is not within the Corporation's jurisdiction to determine what type of mail should or should not be delivered. A number of municipalities have adopted or are considering implementing "no advertising mail" programs. Canada Post understands the concerns that these programs are attempting to address. We believe that a multi-party approach involving the Corporation, advertisers, newspapers, and local government is needed to deal with these issues.

Finally, I have noted your comment that the intention of the proposed by-law you enclosed is to control possible littering and vandalism problems posed when postal employees deliver Admail when residents are absent. As you may know, Canada Post delivers less than a third of all unaddressed advertising material distributed to Canadian households. Private distributors and newspapers are responsible for the rest. Canada Post's Admail service is considerably less wasteful than other means of distribution, as it provides the mailer with precise, targeted markets. Moreover, only a single piece of Admail is delivered to each recipient's mail receptacle, and no Admail is left on doorsteps, between doors or lying loose on property. I might add that most people make arrangements for their mail to be taken care of when they expect to be away for a period of time, and many take advantage of Canada Post's various hold mail or mail redirection services.

Thank you for taking the time to write. I trust that I have clearly explained the Corporation's position on this matter.

Yours sincerely,



F.D.C. Rowland

ROBERT M. MORROW
MAYOR



1991 March 20

The Honourable Harvie Andre
Minister Responsible for Canada Post Corporation
Room 558
Confederation Building
House of Commons
Ottawa, Ontario
K1A 0A6

Honourable Sir:

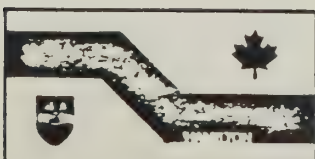
The Council of the Corporation of the City of Hamilton at its meeting held 1991 March 12, on the recommendation of the Finance and Administration Committee, unanimously adopted the following motion:

"That the Honourable Harvie Andre, Minister Responsible for Canada Post Corporation, be requested to amend the Canada Post Corporation Act, Revised Statutes of Canada 1985, Chapter C10, to require compliance with Municipal By-laws regulating the distribution of flyers and advertising material, and that a copy of this resolution be sent to all local MPs for their support."

I am forwarding herewith for your information and review a copy of City of Hamilton Draft By-law Respecting Bill Posters and Bill Distributors.

The intention of the proposed By-law is to control unwanted distribution and problems caused thereby, including litter, unwanted advertising, nuisances from delivery persons damaging property, and stacks of paper indicating the residents are absent.

.....2



City Hall
71 Main Street West, Hamilton, Ontario, Canada L8N 3T4
Telephone (416) 526-2790

City Council sincerely hopes that every consideration will be given to this request.

Yours truly,



Robert M. Morrow
Mayor

encl.

c.c. The Honourable Shirley Martin, P.C., M.P. Lincoln
Mr. William Kempling, M.P. Halton
Mr. Geoff Scott, P.C., M.P. Hamilton Wentworth
Ms. Sheila Copps, M.P. Hamilton East
Mr. Stan Keyes, M.P. Hamilton West
Ms. Elizabeth Phinney, M.P. Hamilton Mountain

CITY OF HAMILTON

- INFORMATION -

DATE: 1991 July 19

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Discrimination & Harassment in the Workplace -
Training Module (C-042-091)

BACKGROUND: Further to my report of 1991 April 8, I outlined the employment equity initiatives planned for the Corporation, including the development of a training video. The Employment Equity and Training and Development Branches of Human Resources are implementing a major two-year training initiative (1990 - 1991) designed to ensure compliance with the provisions of the Human Rights Code, as well as corporate harassment and discrimination policies, in the workplace. The City Management Team concurred that such training should be mandatory and one and two day training sessions for all supervisory and management personnel were held during 1990 and early 1991. Virtually one hundred percent of this employee group attended the training.

The training sessions covered an overview of pertinent legislation and policies; management's role and responsibility under the law with respect to addressing workplace harassment and discrimination; and identifying behaviours and attitudes which may constitute, or be perceived to constitute, harassment and discrimination. The Corporation's internal complaint/investigation procedure and the authority of the Human Rights Commission was reviewed.

Providing similar information to the workforce at large is a challenge, given the number of employees, the various locations at which they work and the need to maintain optimum service levels for the taxpayers. It was decided that taking the training to the worksite would be a more effective method of informing employees of their rights and obligations. This training video, which has been under development since early 1991, will form the core of small group on-site discussions which will be held throughout the Corporation during the last quarter of 1991. It is intended that every employee will have an opportunity to view the video.

6 (a)

CITY OF HAMILTON

- INFORMATION -

DATE: 1991 July 18

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Hamilton Public Library - Pay Equity (C-041-091)

BACKGROUND:

The Finance and Administration Committee, at its May 23, 1991 meeting requested further information on the process of establishing pay equity in the Hamilton Public Library with specific reference to the method by which jobs are compared, the use of city jobs as comparators to library jobs and the necessity for implementing internal equity.

Why Pay Equity?

The Pay Equity Act was developed to reduce any systemic wage discrimination experienced by jobs where the majority of incumbents are women and where a job is stereotyped as a "female job". Research has shown that jobs traditionally held by women are deemed to be of lower value than those traditionally held by men. Additionally, jobs which have experienced a transition from being male dominated to being female dominated have at the same time suffered from a reduction in perceived value. Occupational segregation and wage discrimination can account for one third of the wage gap between female and male jobs; the balance can be attributed to differences in education, hours worked per week, and degree of unionization (Weiner and Gunderson, 1990). The primary objective of the Act is to ensure that jobs of equal value within an organization are paid equally, or simply put "equal pay for work of equal value" exists.

How is Pay Equity Achieved?

The underlying premise of the Pay Equity Act is that a reduction in the wage disparity accruing from a difference in perceived value of jobs held by women and jobs held by men can be achieved by conducting a comparison of male and female dominated jobs, determining which jobs are of equal value and adjusting compensation to reflect this equality. The Pay Equity Act explicitly states that this comparison must assess the skill, effort, working conditions and responsibility of the jobs and be gender neutral (i.e. not favour female or male jobs because of factor selection, weighting or application).

The Act does not dictate the type of comparison system which must be used to determine equality of value between female and male jobs. The most successful methods are those which mitigate subjectivity and gender bias by being analytical, quantitative and applicable to a wide variety of jobs. Factor comparison systems and weighted point, or point, systems fall into this category. Generally, such methods provide a measure of value for a job by assigning it a point score. Total point scores for the jobs evaluated reflect the measurement of each job's content against predetermined levels within a variety of categories or factors assessing skill, effort, working conditions and responsibility. A job hierarchy can be developed by placing the jobs in descending order in accordance with their point scores. This hierarchy reflects the relative worth of all jobs covered by the evaluation method.

Determining which jobs within this hierarchy are of equal value is accomplished by grouping jobs into point, or "equity", bands. All jobs which fall within a point band are deemed to be of equal value. *Pay equity is achieved when all female dominated jobs within the band are paid as least as much as the lowest paid male job (called the male comparator) in the band.* (The Pay Equity Act provides for searches throughout the hierarchy for female jobs in point bands which do not have male comparators.)

Which Jobs Are To Be Included in a Pay Equity Plan?

The Pay Equity Act requires that pay equity plans be developed within "establishments". An "establishment" is defined in the Act as "all the employees of an employer in a geographic area". The purpose of the Act in requiring that pay equity plans be developed within establishments across a variety of jobs, (e.g. comparing all jobs within Stelco), rather than across establishments within the same job class, (e.g. comparing electricians in Stelco and Dofasco) is twofold. One, it ensures that female and male jobs deemed to be of equal value within an organization, are compensated equally. Two, it reduces the depressing effect on the compensation of female jobs created by occupational segregation and undervaluing of female dominated occupations. This frequently occurs when the "market" is used to determine compensation paid to identical job classes in different establishments (e.g. comparing the compensation for nurses in one hospital with compensation for nurses in another hospital).

The Act does not define the term "employer". The lack of statutory guidance on the definition of employer has been problematic for a number of establishments and has been the subject of considerable deliberation by the Pay Equity Hearings Tribunal. The Hearings Tribunal, a branch of the Pay Equity Commission, settles disputes between parties who are required under the Pay Equity Act, to develop pay equity plans.

The most important ruling by the Tribunal on the definition of employer, was made in Ontario Nurses Association v. Haldimand-Norfolk. The Ontario Nurses Association sought a broader definition of employer and establishment than is normally used in employment law. The objective of the Association was to provide public health nurses (a female dominated job) with male comparator jobs from within the Regional Board of Commissioners of Police. The Association contended that the Regional Municipality was the employer of the police.

The Tribunal's ruling, which found the Regional Municipality to be the employer, applied four criteria to assist in the definition of employer for a particular group of employees:

1. Who has overall financial responsibility?
2. Who has responsibility for compensation practices?
3. What is the nature of the business, the service, or the enterprise?
4. What is most consistent with achieving the purpose of the Pay Equity Act?

These criteria were used, and their application refined, in the Tribunal's ruling in Canadian Union of Public Employees, Local 1582 v. Metropolitan Toronto Library Board.

This case also focused on a dispute regarding the employer of the staff of the Metropolitan Toronto Reference Library. The Tribunal ruled, in a fashion similar to the ruling on the previously cited case, that the application of these criteria indicated that, for the purposes of pay equity, the Municipality of Metropolitan Toronto was the employer of the staff of the Reference Library. The Tribunal noted that Metropolitan Toronto has overall financial responsibility for the Library; most heavily influences, and therefore has responsibility for, the compensation practices of the Library; and that the Library is integral to Metro: it is not severable or dispensable from the municipality.

The Tribunal noted that the fourth criterion noted above [what is most consistent with achieving the purposes of the Act?] is to be used to evaluate which of the first three criteria is most indicative of the employer/employee relationship. Consideration of the fourth criterion may not be necessary if the application of the first three criteria clearly point to one entity as the employer.

The application of the broader definition of employer as provided by the Pay Equity Hearings Tribunal, would likely apply with respect to the Hamilton Public Library and the City of Hamilton. Male comparators from the City of Hamilton would be essential in the development of a valid pay equity plan for the Hamilton Public Library.

Pay Equity Methodology in the Hamilton Public Library

Two pay equity plans have been developed in the Hamilton Public Library to meet the requirements of the Pay Equity Act, one for the non-union group and one for CUPE Local 932.

Both plans are the result of the application of gender neutral weighted point comparison systems which assessed skill, effort, working conditions and responsibility. Point scores for jobs and job hierarchies were developed within each plan. The job hierarchies were then further subdivided into equity bands and the required pay equity adjustments identified for female dominated jobs.

The pay equity plan developed for CUPE 932 is drawn from the joint job evaluation plan developed amongst all CUPE locals and the employers in the City and the Region. The rating system, weighting scheme, equity banding and wage line are identical for CUPE 932 and that of CUPE 167 (City and Region).

The non-union pay equity plan was initially developed by the Library and Currie, Coopers and Lybrand, the consulting firm which had developed the non-union job evaluation plan in the City of Hamilton and the Regional Municipality of Hamilton-Wentworth. The initial report was revised to accommodate concerns raised by Human Resources and the Library Board with respect to costs and male comparators. The revision included a reevaluation of all non-union positions in the Library and a broader range of comparator positions drawn from the City of Hamilton. Two members of the senior staff of Human Resources and a second consultant were involved in this phase of the plan development.

The pay equity adjustments required in the Library were identified by the consultant through the use of the proportional value method. The proportional value method recognizes that it is possible to determine a proportional relationship between a female job class and male job class where there is no male job class of equal or comparable value (Pay Equity Commission, 1989). This approach recognizes the structural and functional relationship between the City and Library; the latter is an independent body, with significant relationships to the City of Hamilton. This method of determining pay equity adjustments in establishments which lack sufficient male comparators, such as libraries and child care centres, is expected to be incorporated into amendments to the Pay Equity Act this year.

Why Should We Do Internal Equity?

The fulfilment of the Pay Equity Act does not resolve all inequities in compensation within an organization, and can create new inequities. These inequities can be eliminated through the application of the principles of pay equity to all positions within an establishment, regardless of their gender predominance, creating internal equity in the organization.

Pay equity adjustments are restricted to jobs which are "female dominated" and for which a male comparator can be found. The Act determines that a job is "female dominated" if 60% of the incumbents are female, or if the job is stereotypically female. Jobs which fall below this threshold, or are male dominated (70% of the incumbents are male), are not covered by the Act. The compensation structure arising from strict compliance to the Act will result in two compensation schemes for the same set of employees within an organization; one for female dominated jobs, and one for all other jobs. Compensation inequities between non-female dominated jobs, even between female jobs, may also result.

Internal equity is achieved when all jobs within an equity band, regardless of gender predominance, are moved to a rate of pay that reflects the positioning of those jobs relative to jobs in other equity bands.

There are strategic benefits resulting from the implementation of internal equity in an organization: fair and equitable compensation practices are critical to an organizations ability to attract, recruit and retain employees.

Conclusion

The pay equity plans developed within the Hamilton Public Library fulfil the requirements of the Pay Equity Act and are consistent, in their methodology, with Pay Equity Tribunal Rulings and amendments to the legislation.

6(b)

HAMILTON PUBLIC LIBRARY BOARD

- INFORMATION -

JUL 18 1991

DATE: 1991 July 17

REPORT TO: Alderman Brian Hinkley, Chairman, Finance & Administration Committee

Attention: J. D. Thompson, Secretary, Finance & Administration Committee

FROM: Margaret MacGillivray, Chairperson, Hamilton Public Library Board

Signature: Margaret A. MacGillivray

c.c. Board Members
Judith McAnanama, Chief Executive Officer/Secretary, Hamilton Public Library Board

SUBJECT: HAMILTON PUBLIC LIBRARY BOARD PAY
EQUITY PLANS FOR UNION AND NON-UNION
STAFF

The Hamilton Public Library Board has completed the Pay Equity Plans for the Union and Non-Union Staff and approved those plans for posting at its meeting of June 27th, 1991.

FINANCIAL, STAFFING, LEGAL IMPLICATIONS

Legal Implications

On January 1st, 1988 Pay Equity legislation came into effect in the Province of Ontario to eliminate the portion of the wage gap between men and women that undervalues the work of women. The Act requires employers to compare female job classes to male job classes of comparable value using a job comparison system that is free of gender bias. Job classes are compared on the basis of four criteria: skill, effort, responsibility and working conditions.

The Hamilton Public Library Board requested approval of the City of Hamilton to take part in the City's Job Evaluation project which was developed to meet the requirements of the Pay Equity Act. Approval was received from the Personnel Committee on February 17, 1988.

Financial Implications

The 1990 cost of establishing an Internal Equity Programme for the Hamilton Public Library which will meet the requirements of the Pay Equity Act over the period January 1, 1990 to January 1, 1994 is \$2,006,200.00.

The Pay Equity payouts due in 1991 have been allocated from the Pay Equity Reserve which has been set aside by Treasury for the purposes of meeting the Corporation of the City of Hamilton's Pay Equity costs.

BACKGROUND:

1. Employer's/CUPE Joint Job Evaluation Agreement

The Hamilton Public Library Board was included in the City/Region Joint Job Evaluation Programme. The Library Board negotiated directly with CUPE Local 932 and has developed a revised salary grid for all Union employees based upon the results of the City/Region Joint Job Evaluation Programme. Positions within the Corporation of the City of Hamilton Local 167 CUPE (Admin) were used as job comparators and all Library jobs were rated by the Universal Rating Committee. The agreements with CUPE Local 932, including the Universal Rating Manual, Memorandum of Implementation, the salary grids and the manual procedures were patterned on the agreement signed between the City of Hamilton and CUPE Local 167 (Admin). A complete copy of the Memorandum has been filed with the City Clerk's Office for the information of Aldermen.

2. Non-Union Pay Equity Plan

The Hamilton Public Library Board retained the firm of Coopers & Lybrand which is the consulting firm utilized by the City of Hamilton to develop its non-union salary plan. The Library Board worked closely with the Human Resources Department and appreciated the assistance of Mrs. Doreen Jones and Mrs. Elizabeth Bournes in the rating of all Library non-union jobs and the selection of non-union positions at the City of Hamilton for the purposes of comparison. The Non-Union Pay Equity Plan that has been developed by the Library Board was further reviewed by the consulting firm of Nan Weiner. This firm has extensive experience with the Pay Equity Commission. The Hamilton Public Library Board is confident that the Non-Union Plan that has been developed meets the Pay Equity legislation and integrates the non-union positions of the Library appropriately within the pay policy of the City of Hamilton. A copy of the Non-Union Pay Equity Plan has been filed with the City Clerk for the information of Aldermen.

3. Implementation of the Plans

The Library has posted both the Union and Non-Union Plans in the workplace. The appeal time line has begun. Subsequent to the resolution of any appeals, the Pay Equity Plan will be revised, if necessary, and reposted in the workplace in full compliance with the legislation. Payments to employees will be calculated and distributed.

7.

CITY OF HAMILTON
— RECOMMENDATION —

DATE: 1991 July 22

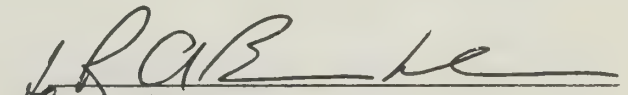
REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D. W. Vyce
Director of Property

SUBJECT: **New Carpet/City Hall**
a) **Lobby Staircase**
b) **Council Chamber**

RECOMMENDATION:

- a) That the Manager of Purchasing be authorized to call for quotations for the replacement of carpeting material on the lobby/second floor staircase of City Hall and in the Council Chamber.
- b) That as an alternative to our original recommendation of gold tone, we would recommend that a light royal blue be considered.


D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Funding of \$12,000.00 is specifically available in the Property Maintenance Division budget for the replacement of the staircase carpet. Funding from another account would be required if it is decided to also replace the carpeting in the Council Chamber.

BACKGROUND:

The carpeting on the staircase leading from the lobby to the second floor of City Hall is in dire need of replacement. Funds within the Property Maintenance Division budget have been allocated for this purpose.

Although monies have not been identified specifically for a new carpet in the Council Chamber, the need for a new floor covering in this area is obvious. Accordingly, without any commitment whatsoever, as an Option, we propose to also ask for tenders for the supply and installation of carpeting in this space as well at this time. This will then give Council an overall analysis of the issue.

Our Architectural Division has investigated carpets produced by various manufacturers. Both natural and synthetic fibre carpets have been considered. While it is proposed to seek tenders for a number of Options, a loop type of carpeting material appears to be the most appropriate type of floor covering for the stairway because of its durability and ease of maintenance in this high traffic area.

The Council Chamber on the other hand is the most formal setting in the building and accordingly, we believe the floor treatment should reflect the significance of the Chamber. In our opinion, the floor covering in this area should ideally be a plush type of carpet.

In terms of colour, "gold" carpet has been a tradition at City Hall and this aspect should be duly considered. All manufacturers have informed us that a gold tone (or light royal blue) carpet must be custom ordered. There is a minimum custom order of 250 square yards. The amount of carpet required for the stairs alone is 150 square yards. If it is decided to carpet the staircase only with the custom colour, then we would recommend the purchase of 300 yards of carpet with one half of the material being placed in storage for use in the future.

In our tender call we propose to request quotations for the supply and installation of carpeting in accordance with the following options:

- a) Staircase only in a nylon loop material. (Carpet to be custom coloured (solid) to match existing gold Council Chamber carpet).
- b) Staircase only in a wool material. (Carpet to be custom coloured (solid) to match existing gold Council Chamber carpet).
- c) Council Chamber in a wool plush material custom dyed to match the existing Council Chamber gold.
- d) Council Chamber in a nylon plush material custom dyed to match the existing Council Chamber gold.

Assuming Council concurs with our recommendation and concurs in principle to the concept of replacing the floor covering with a gold coloured material, we will issue a tender call and ask that samples be provided for Council's examination prior to any final decision being made.

22 July 1991

Finance and Administration Committee

Page 3

- c.c. - Robert M. Morrow, Mayor
- Mr. E. C. Matthews, Treasurer
- Mr. T. Bradley, Manager of Purchasing
- Mr. R. Martiniuk, Manager, Architectural Division
- Mr. R. Swan, Manager, Property Maintenance Division

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

8(a)

TO: Mr. J. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk
City Clerk's Department

OUR FILE:
PHONE: 546-4587

SUBJECT: RESOLUTION - CITY OF TORONTO DATE: 1991 June 28
RE: REMOVING OATH OF ALLEGIANCE

Please be advised that a resolution dated June 4, 1991 from the City of Toronto respecting removing the Oath of Allegiance to the Crown for all police officers in the Province of Ontario which City Council at its meeting held June 25, 1991 referred to the Finance and Administration Committee.



City of Toronto

Department of the City Clerk
City Hall
Toronto, Ontario
Canada M5H 2N2

Telephone: (416) 392-7020
Fax: (416) 392-6990
TDD: (416) 392-7354

RECEIVED

JUN 11 1991

CITY CLERKS

Barbara G. Caplan
City Clerk
Sydney K. Baxter
Deputy City Clerk

Reply to: C. Dodds, 392-7031

Please refer to: 910527-38:4

June 4, 1991

TO: ALL MUNICIPALITIES IN ONTARIO WITH
POPULATIONS OVER 50,000

At its meeting held on May 27 and 28, 1991, City Council adopted the following motion of Councillor Walker respecting the Provincial Government removing the Oath of Allegiance to the Crown for all police officers in the Province of Ontario:

"Whereas the Premier of Ontario and the Provincial Cabinet secretly removed the Oath of Allegiance to the Crown for all police officers in the Province of Ontario; and

Whereas the Premier and the NDP Government did this without any public consultation, most particularly with individual police associations, police officers, and most importantly the general public; and

Whereas all new citizens, upon assuming citizenship, swear allegiance to the Queen or the Crown of Canada; and

Whereas Section 52(1) of the Constitution Act, 1982, provides that the constitution of Canada is the supreme law of Canada, and any law that is inconsistent with the provisions of the Constitution is to the extent of the inconsistency, of no force and effect; and

Whereas Section 9 of the Constitution Act, 1982, provides that the Executive Government and Authority of and over Canada is declared to continue and be vested in the Queen; and

Whereas the Interpretation Act provides that any reference to 'Her Majesty, the Queen', or 'the Crown' means the Sovereign of the United Kingdom, Canada, and Her other Realms and Territories, and the Head of the Commonwealth; and

Whereas the Governor General is the representative of Her Majesty The Queen in Canada; and

Whereas the Lieutenant Governor for the Province of Ontario is appointed by and shall hold office during the pleasure of the Governor General; and

Whereas Section 135 of the Police Services Act authorizes the Lieutenant Governor in Council to make regulations prescribing forms of oaths or affirmations of office and secrecy for members of Police Services Boards, police officers, auxiliary members of police forces and special constables; and

Whereas the Provincial Government has filed a regulation made under the Police Services Act prescribing new forms of oath or affirmation; and

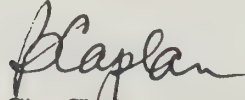
Whereas Section 12 of the Regulations Act requires every Regulation to be referred to the Provincial Standing Committee on Regulations and that the said Committee examine the scope and method of the exercise of delegated legislative power;

Therefore be it resolved that:

1. City Council considers it necessary for the courts or the Provincial Standing Committee on Regulations to consider whether or not the Regulation in question is unconstitutional and beyond the authority of the Province to promulgate and is of no force and effect as it is inconsistent with the Constitution of Canada including the Canadian Charter of Rights and Freedoms;
2. City Council request the Provincial Standing Committee on Regulations to review the purported exercise of delegated legislative power in respect of the regulation in question and recommend to the Legislative Assembly of Ontario that such regulation be repealed;
3. The City Solicitor be authorized to join with the Municipality of Metropolitan Toronto in seeking declaratory relief in the courts respecting the constitutionality of the regulation in question, if such repeal is not forthcoming; and
4. This motion be forwarded to all municipalities with a population of over 50,000 and all members of the Association of Municipalities of Ontario."

Council's action is forwarded to you for your information and any action.

Yours truly


City Clerk


IR

Mr. Todd Decker, Clerk, Standing Committee on Regulation and Privacy Bills, Room 1521,
Queen's Park, Toronto, Ontario, M7A 1A2

All Municipalities in Ontario with a population over 50,000

Ms. Kathleen Hunter Executive Director, Association of Municipalities of Ontario, 100
University Avenue, Ste. 805, Toronto, Ontario, M5J 1V6

cc: City Solicitor
Metropolitan Toronto Solicitor
Metropolitan Toronto Clerk

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

8(b)

TO: Mr. J. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk
City Clerk's Department

OUR FILE:
PHONE: 546-4587

SUBJECT: RESOLUTION - CORPORATION OF THE
CITY OF CAMBRIDGE
RE: ONTARIO LABOUR RELATIONS
ACT REFORM

DATE: 1991 June 28

Attached please find a resolution dated May 31, 1991 from the Corporation of the City of Cambridge respecting the Ontario Labour Relations Act Reform which City Council at its meeting held June 25, 1991 referred to the Finance and Administration Committee.



The Corporation
of the City
of Cambridge

Office of the City Clerk
73 Water St. N.,
P.O. Box 669
Cambridge, Ontario N1R 5W8
Telephone: (519) 623-1340

May 27, 1991
Our File: AC-10-2

RECEIVED

MAY 31 1991

CITY CLERKS

City Clerk
City of Hamilton
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Sir or Madam:

Re: Resolution - Ontario Labour Relations Act Reform

Please be advised that Cambridge City Council, at its meeting of May 13, 1991 passed the following resolution:

"Whereas the Ontario Government has received the report of the Labour Relations Act Reform Committee, and;

Whereas the Labour Relations Reform Committee report includes a number of recommendations to amend the Labour Relations Act, and;

Whereas the proposed changes to the Labour Relations Act have potentially far reaching effects on union/management relationships including those in the municipal public sector;

Be it resolved therefore that the City of Cambridge hereby requests the Province of Ontario to undertake a broad consultation process with all potentially affected parties prior to the introduction of any legislation to amend the Ontario Labour Relations Act, and further;

Council hereby directs that a copy of this resolution be circulated to all municipalities in the Province of Ontario with a population of 50,000 or more, to the Premier of the Province, the Minister of Labour, our M.P.P. (Mr. Mike Farnan) and to the other M.P.P.'s in the Region of Waterloo."

Thank you for your attention to this matter, and a reply at your earliest convenience would be appreciated.

Yours truly,

Angie Dobinson

for Angie Dobinson
Council/Committee Co-ordinator

AD/jnm

ROBERT M. MORROW
MAYOR



9(a)

June 20th, 1991

Dr. Geraldine A. Kenney-Wallace
President and Vice-Chancellor
McMaster University
1280 Main Street West
Gilmour Hall, Room 238
Hamilton, Ontario
L8S 4L8

Dear Dr. Kenney-Wallace:

Thank you for your letter dated June 14th, inviting the City to participate financially in the preparation of the "Neighbours Handbook".

It appears to be an excellent idea and I have taken the liberty of forwarding a copy of your letter to my Council colleagues as well as the Secretary of the Finance and Administration Committee for discussion at a future meeting. I am sure you will be hearing from him soon.

Again, thank you for writing.

Yours very truly

Robert M. Morrow
Mayor
City of Hamilton

RMM:DAC:tt

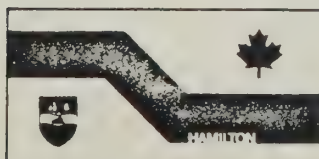
cc.

2

Council Members

✓ Mr. John Thompson, Secretary - Finance and Administration Committee

JUN 21 1991



City Hall
71 Main Street West, Hamilton, Ontario, Canada L8N 3T4
Telephone: (416) 546-2790



McMASTER UNIVERSITY

President and Vice-Chancellor

June 14, 1991

Mr. Robert Morrow
Mayor
City of Hamilton
71 Main Street West
Hamilton L9N 3T4

Dear Mr. Morrow,

You may know that I created a President's Advisory Committee on Community Relations this year to advise me and our public relations staff on key neighbourhood issues, and to make recommendations for improvement of those important community relationships.

One project has already been brought forward, and we would like to proceed in order to have it ready for August distribution. It is a Neighbours Handbook containing important information such as relevant by-laws and names and numbers of key university, city and town officials to contact with inquiries. The City of Waterloo recently prepared such a handbook, and it has been very well received by its citizens. We intend to incorporate positive messages about what can be done by our students and community citizens to bridge any gaps in information and communication, real or imagined.

The sub-committee proposing the project has recommended that it should be jointly sponsored by McMaster, the Town of Dundas and the City of Hamilton.

I am asking for your involvement and endorsement of this handbook. Production and distribution costs for 10,000 copies are estimated to be approximately \$5,000. We are asking the City of Hamilton to contribute \$2,000 to this project. As well, I am also writing to Mayor John Addison to seek Dundas's support of \$1,000. In addition to providing the writing, editorial and production services, McMaster will contribute our share of \$2,000.

I believe that many concerns are alleviated by access to information. I also believe that the cooperative efforts of "town and gown" have an extremely positive impact on the community. I look forward to hearing from you regarding your interest in participating in this cooperative publication venture.

Yours sincerely,

Geraldine A. Kenney-Wallace
President and Vice-Chancellor

cc: Terry Cooke
Mary Kiss

RECEIVED

JUN 10 1991

Two Tier

9(b)

CITY OF
PETERBOROUGH

Property Tax Committee

May 29, 1991

Mayor Robert Morrow and Council
The City of Hamilton
City Hall, 71 Main Street W.
Hamilton, Ontario, L8V 3W5

✓ To clear
Kensington.

Dear Mayor Morrow and Council:

The present property tax system employed by your Council and ours as well as most of the Councils within the Province of Ontario is one which penalizes property owners for doing what we want them to do and rewards those who do what we don't want them to do. Obviously there is something wrong.

The present Market Value Assessment Method (MVA) discourages property owners by increased assessment for new construction and renovations, and reduces assessment when properties are allowed to deteriorate.

MVA lumps LAND ASSESSMENT and BUILDING ASSESSMENT together for taxation purposes. Therefore, when properties are improved the MARKET VALUE increases by the amount of the improvement and the assessment increases result in higher taxes.

Several municipalities in the U.S.A. have found that by applying a higher mill rate on the land assessment and a lower mill rate on the building assessment many benefits result. Because of the lower mill rate on buildings owners are encouraged to improve their properties, many jobs are created, more affordable housing is produced, land values stabilize and, because property owners in the Central Business District (CBD) discover that it is profitable to improve their properties, the economies of their CBD becomes much healthier. This reduces the need for urban sprawl.

Ontario MVA records show the break-down between land and building assessments. The Peterborough Two Tier Property Tax Committee has obtained the break-down for Peterborough.

CITY OF PETERBOROUGH .

A study and demonstration of the Two Tier Method is in progress and, although the Committee has \$20,000 available to proceed, it is estimated that an additional \$30,000 will be required to finish the study and demonstration. The Committee would like to send the results to all Ontario municipalities.

The Peterborough City Council has agreed to accept donations and issue receipts for income tax purposes. The Council has also donated \$650, which represents 1 cent for each of its 65,000 population, toward this meaningful study and demonstration.

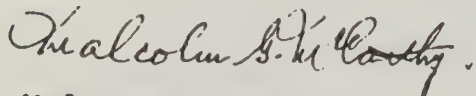
The Mayor and Council do not want you to feel that you are being pressured to make a contribution but they feel that much is to be gained by a complete study and demonstration of this method.

A donation by your Council of any amount, made to the City of Peterborough, marked for the Two Tier Property Tax study and demonstration, could ensure that the study and demonstration are completed. It would also make it possible for the Committee to send a complete report to you so that you can determine if you want to request permission, from the Government, to adopt this proven method of improving your municipality's economy.

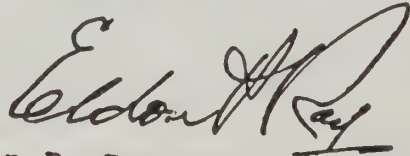
By modifying MVA to show land assessment separate from building assessment and allowing municipalities to charge a higher mill rate on land and a lower mill rate on buildings to raise their revenue requirements, Ontario municipalities could enjoy the benefits that many U.S. cities are now experiencing.

Your favourable consideration of this suggestion has the possibility of improving the economies of Ontario municipalities.

Sincerely,



Malcolm G. McCarthy - Director



Eldon P. Ray, PhD. - Chairman

CITY OF HAMILTON
- INFORMATION -

DATE: 1991 June 12

REPORT TO: Chairman and Members
Finance and Administration Committee

FROM: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

SUBJECT: **POLICIES AND PROCEDURES OF OTHER
MUNICIPALITIES RELATING TO CIVIC AWARDS**

BACKGROUND:

You will recall that at the Budget Review meeting of the Finance and Administration Committee on 1991 February 7, the Secretary was requested to prepare a report on the Policies and Procedures of other municipalities for recognizing athletic achievements. I believe the information was to assist the Finance and Administration Committee in determining the amount to be provided in this regard for 1992 and subsequent years.

Accordingly, I arranged with the City Clerk and Charlene Coutts, Legislative Assistant, to send a letter to the municipalities in Ontario with a population greater than 100,000 persons and I have compiled a comparative statement (attached) comprising the replies that were received. From this statement you will observe the majority of the municipalities do not have an official policy.

The Finance and Administration Committee presently has an appropriation from which they approve funding for civic awards. The 1991 budget for the purchase of civic awards is \$15,000.

Listed below is a summary of the actual cost of civic awards since 1980:

<u>YEAR</u>	<u>ACTUAL</u>	<u>ESTIMATE</u>
1980	8,187	8,500
1981	18,244	17,000
1982	2,242	20,000
1983	4,417	5,000
1984	13,956	5,200
1985	7,000	5,700
1986	19,195	10,000
1987	17,375	16,300
1988	10,672	18,000
1989	5,489	11,000
1990	14,200	11,000
1991	n/a	15,000

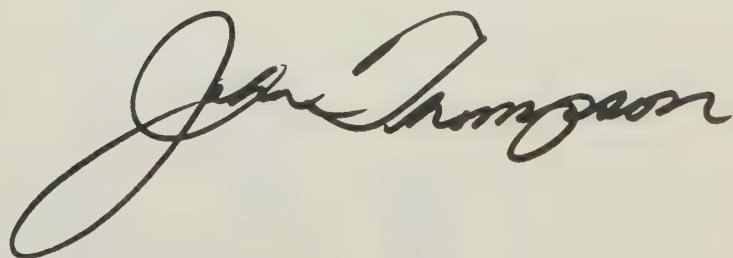
The Legislation Committee at its meeting held 1988 February 1, established a Task Force to review the City's policy respecting the granting of civic awards. The following recommendations were made; however, according to our records it would appear that due to an oversight, they were never brought forward to the Legislation Committee for consideration:

- a) That no professional teams receive rings as Civic Awards
- b) That all Civic Awards be in the form of a framed Citation presented by the Mayor at City Council meetings.
- c) That the Citation named in (b) be gold-coloured for a National Award and silver-coloured for a Provincial Award
- d) That should a Civic Award be won by the same person/team more than once, that the original citation be returned to the City in order that a sticker/seal may be affixed to the original document, reframed and presented at City Council.

If it is the intent of the Finance and Administration Committee to follow through with the aforementioned recommendations of the Task Force, considerable savings could be realized.

If the above recommendations are approved I would suggest that the new policy and regulations be implemented and phased in commencing with championships won in 1992. Those now in receipt of a civic championship ring would continue to receive the maximum allowable awards (diamond and ruby inserts) under the existing regulations, thereby effectively phasing out the existing program over a period of time.

In reviewing the policies received, large municipalities with an organized Civic Award Policy tend to hold an annual banquet and their award presentations for athletic achievement are made at that time. The City of Hamilton, through the Hamilton Sports Council holds a similar event to recognize volunteer achievement in the area of sport. The Hamilton Sports Council, has expressed interest in reviewing the applications of potential Award recipients and forwarding the necessary recommendations for the presentation of Civic Awards to the Committee for approval.

A handwritten signature in dark ink, appearing to read "John Thompson". The signature is fluid and cursive, with a large loop at the end of the last name.

Comparative Statement of Various Municipalities on Their Civic Awards Policies and Procedures

<u>Municipality</u>	<u>Official Policy</u>	<u>Comments</u>	<u>Municipalities' Annual Cost or Budget</u>
Halton Region	No	Recognize Athletic Achievement by presentation of plaque/certificate if request made	No amount stated
Sudbury	No	Citizens who achieve national or provincial awards are recognized by Council with the presentation of City of Sudbury medals	No amount stated
North York	Yes	Individuals who reside in North York or any club/team in North York who have won Provincial, Canadian or world championships would qualify for presentation of a framed scroll and an appropriate presentation item according to the level of athletic excellence at a City Council meeting. All presentations would be made by the Mayor, assisted by a controller and an Alderman representing the honoured guest's ward.	No amount stated

All arrangements associated with presentations are the responsibility of the Director of Information Services

Regional Municipality of Hamilton Wentworth	No	Congratulations are extended by the Regional Chairman either at Council or at other functions as required	Nil
Toronto	Yes (currently suspended for 1991 for review)	Athletes aged 8-18 years residing in Metropolitan Toronto who have won individual honours or have been a member of a team in the current year will be recognized for the following: Classification with the presentation of a plaque: a) Winner of a national or International Championship b) Winner of an Ontario or Canadian Zone or Divisional Championship c) Winner of a Metropolitan Toronto or Ontario Zone or Divisional Championship	No amount stated

Teams or individuals recognized must be clasified as a Tyke, Minor Atom, Atom, Pee Wee, Minor Bantam, Bantam, Minor Midget, Midget, Juvenile or Junior

To be eligible, a team must be be Metropolitan Toronto based with at least 50% for 2 member teams; 75% for 4 member teams and 75% for all other teams. A team comprised of both minors and seniors (over 18 years of age) is not eligible.

All members of teams qualifying will be recognized, as well as a maximum of three team officials

Brampton

Yes

City recognition will be given to individuals or teams whose involvement in sports has had a significant impact on the recreation at the provincial, national or international level. For the purpose of this award, sports and fitness are defined as those activities requiring physical conditioning and/or refinement of motor skills so that competitive excellence may be achieved.

No amount stated

Nominations are submitted each year. Each nomination must be endorsed by one nominator and will be reviewed by a Committee of elected officials and Parks and Recreation staff members.

Individuals receiving an award must have been a resident of Brampton during the time of the accomplishment and teams must operate as a Brampton organization of which the majority of team members must reside in Brampton. Individuals and teams must be not-for-profit.

Championships recognized for eligibility must be accepted by the governing body as the highest competition available to that sport.

Individuals and teams may only receive the Sports Achievement Award once unless a higher level is attained (i.e. Provincial to National; Junior to Senior; or, level of competition from "AA" to "AAA")

Award winners are honoured at a special presentation ceremony at City Hall during the month of January

Region of Niagara	No	None	Nil
Metropolitan Toronto	Yes	See City of Toronto	No Amount Stated
Regional Municipality of Waterloo	No	None	Nil
Burlington	Yes	<p>A Burlington resident or a Burlington resident of a Burlington team who wins an athletic, cultural, educational or scientific competitive non-invitational championship event recognized by a sanctioning body which is of provincial, national or international title is eligible.</p> <p>Provincial and national awards are presented at City Council meetings and recipients of an International Award or Citation may be introduced to members of Council prior to the commencement of the meeting.</p>	No amount stated

Etobicoke	Yes	<p>A Medal of Distinction will be awarded annually to the international or national sports championships. This Award is also given for acts of bravery; a special recognition for a particular activity in the field of social welfare, sports or other endeavours while acting as a volunteer; in other areas where a person has obtained high distinction and reknown in such fields as business, music, art, education, labour, press or other professional or community endeavours.</p>	No amount stated
Ottawa	No	<p>Athletic achievement is recognized through its association with the Associated Canadian Travellers who hosts an annual banquet to honour athletes and teams of all ages. Award recipients are chosen by a Committee composed of members of the Ottawa Sports Media.</p>	No amount stated

Awards are given in recognition of prominent achievements in their respective field of sport. Athletes must be a resident of Ottawa or a native son or daughter.

The event is held at the Ottawa Congress Centre and each person honoured is presented with a medal. The City pays for the medals and the design and publication of the programme, in addition to a grant for the staging of the banquet. Proceeds from the dinner are used to support the Ottawa Boys and Girls Club Summer Camp.

In addition to individual and team sports awards, one person is selected as Sportsman of the year.

Regional Municipality of York	No	None	Nil
----------------------------------	----	------	-----

Windsor	No	The Mayor provides token gifts for deeds of outstanding citizens and accomplishments such as civic, athletic or academic endeavours and arrange small receptions for such occasions. The Mayor makes arrangements for the presentation of City mementos.	No amount stated
Regional Municipality of Peel	No	None	Nil
Thunder Bay	Yes	A copy of the Selection Criteria and Recommendation Form is sent out in December each year to all sports, cultural and public service groups in the City who may wish to submit recommendations for consideration by the official Recognition Committee. The Committee receives the nominations and invites successful candidates to an awards dinner at a local hotel. Small certificates in leather folders are presented by City Council members to individuals and large framed certificates are presented to organizations and teams.	No Amount Stated

The City Clerk's Department in consultation with the Community Services Department organizes this event.

An application form is mailed to all sports groups in the City and are reviewed by a Selection Committee.

To be eligible, the event must be governed by an International, National or Provincial sports body; sponsored by an organization authorized to hold such a competition; and, held at a location where it is possible and feasible for contestants from all participating areas to enter. The type of award shall be determined by the Selection Committee based upon the level of competition involved. The type of award to be distributed at the Annual Civic Sports Award Dinner will be a City of Oshawa medallion as follows:

- a) World (or Olympic) championship
 - Gold medallion with printed ribbon
- b) International Championship
 - Silver medallion with printed ribbon (for National level competition championship)
 - Bronze medallion with printed ribbon (for Provincial level competition championship)
- c) National Championship
 - Silver medallion with printed ribbon
- d) Provincial Championship
 - Bronze medallion with printed ribbon

One coach and a maximum of two championship officials are eligible.

Specially framed citations are presented to individuals who merit particular recognition

Regional Municipality	No	None	Nil
Durham			
London	Yes	<p>London's policy provides for the annual hosting of a Sports Awards Banquet for individuals and teams that have won a Provincial, National or International championship; the individual or team must have won a bronze, silver or gold medal in an International sport championship such as North America, World Cup or World Championship; or an individual must have qualified as a member of a Canadian Team in a games such as Pan-American, Commonwealth, F.I.S.U. World Student Games or the Olympics.</p> <p>Walnut and bronze plaques identifying the achievement are presented to individuals and teams (not individual members of teams) along with City of London sports awards pins.</p>	Approximately \$15,000 each year

County of Brant	No	None	Nil
Regional Municipality of Peel	No	None	Nil
Hamilton	Yes	<p>Applicants must live in the City of Hamilton or represent a Hamilton Club</p> <p>The Championships which are won must be governed by a National or Provincial Sports Body; sponsored by an organization authorized to hold such a competition; held at a location where it is possible and feasible for contestants to participate from all sections of the Province or Dominion; and, on request, a statement must be obtained from the governing sports body stating that the event was recognized as an International, Dominion or Provincial Championship.</p>	\$15,000 budgeted for 1991 (Figures from 1980-1991 detailed in report)

Competition

a) Canadian or International Competition

- (i) The Civic Gold Ring will be awarded to all participants who win a Canadian or International Championship in Junior or Senior Sports Competition.
- (ii) A diamond will be mounted in the Civic Gold Ring of a participant who wins a second Canadian or International Championship in Junior or Senior Competition
- (iii) A ruby will be mounted in the Civic Gold Ring of a participant who wins a third Canadian or International Championship in Junior or Senior Competition.
- (iv) Only playing members plus a maximum of three team or club officials who win a Canadian or International Championship in Junior or Senior Competition will receive Civic Awards.
- (v) The Civic Sterling Silver Ring will be awarded to all participants who win a Canadian or International Championship

other than in Senior or Junior Competition.

b) Ontario (Provincial) Competition

- (i) The Civic Gold Pin will be awarded to participants who win a Provincial Junior or Senior Championship in sports competition.
- (ii) The Civic Sterling Silver Pin will be awarded to participants who win a Provincial Championship other than in Senior or Junior Competition.

Note: A second award of the same class shall not be given to any person.

11(a)

APPENDIX A

HAMILTON STATUS OF WOMEN SUB-COMMITTEE

2 TO BE APPOINTED
(for a term to expire 1991 November 30)

COMPOSITION	MEMBERS RESIGNING	TERM OF OFFICE
2 Members from City Council	Suzanne Cornforth	1991 November 30
15 Citizen Members	Mary Sullivan	1991 November 30

APPLICANTS:

- 11:35 a) Ms. Majorie Brown, 269 Cranbrook Crescent, Hamilton, L9C 4T2
- 11:05 b) Ms. Elaine Couto, 2-208 Herkimer Street, Hamilton, L8P 2H6
- 11:10 c) Ms. Marge Geroux, 236 Eaglewood Drive, Hamilton, L8W 1S9
- 11:15 d) Ms. Schellie Maybee, 50 Glen Road, Suite 506, Hamilton, L8S 4N3
- 11:20 e) Ms. Jacqueline Munro, 707-200 Jackson Street West, Hamilton, L8P 4R9
- 11:25 f) Ms. Jillian Ann Rumble, 956 Montclair Avenue, Hamilton, L8M 2E4 (Received Late)
- 11:30 g) Ms. Carole-Marie Zoghaib, 43 Monteagle Court, Hamilton, L9C 6Y1

RE 11:05

11 June 1991

K.E. Avery, City Clerk
City Hall
71 Main St. W.
Hamilton, Ont.
L8N 3T4

Re. Vacancy on Hamilton Status of Women Sub-Committee

Dear Mr. Avery:

I understand that there is currently a vacancy on the Status of Women Sub-Committee and I would like to apply for this position. Please find attached my resume. I think that my experience will enable me to make a contribution to this committee.

While at the University of Guelph, I was active on the campus. I was an early member of the Women's Issues Collective at Guelph University. I was one of the editors of a student literary publication, *Carousel*, during my third year. Later, during my fourth year of undergraduate studies and as a graduate student I was among the participants in two publications produced by the Drama and English Departments there: *Canada on Stage* and *Canadian Theatre*. As a Drama student, I also assisted and acted in a number of theatre productions. As a graduate student, I taught a speech-writing course for students in the agricultural diploma course. I was the Chief Electoral Officer for the Central Student Association's Student Elections in 1986. As a graduate student, I was the English Department's representative for the Graduate Student Association.

I have been working in Hamilton for the last three years at *The New Hamilton Weekly*, initially as the Events Diary Co-ordinator, and currently as the business and advertising manager. A year ago I moved to the City and during this past year I have been trying to establish myself in my job. Now I feel that I am prepared to take on new responsibilities.

I think that my experience will be of assistance to the Status of Women Sub-Committee. It is my opinion that it is only through women actively becoming involved in the political process and tackling the problems which face them through this process, that they will be able to deal with the problems facing them and society.

Thank-you for your consideration.

Yours truly,

Elaine Couto

Elaine Couto

208 Herkimer St. - #2

Hamilton, Ont.

L8P 2H6

/enc1.

ELAINE COUTO

208 Herkimer St., #2

Hamilton, Ont.

LBP 2H6

EDUCATION: M.A. English 1989
University of Guelph

B.A. English and Drama, 1987
University of Guelph

Film & T.V. Production
Humber College, Rexdale, Ont

WORK HISTORY:

May 1988- The New Hamilton Weekly
Present 131 John St. S., Ste. 207
Hamilton, Ont.
LBN 3C2
Position: Advertising and Business Manager (From January 1991)
Events Diary Co-ordinator (1987-90)

Previous Work:

Jan. 1987- Records of Canadian Theatre
Aug. 1987 Dept. of Drama
& University of Guelph
Jan. 1988 Guelph, Ont.
Apr. 1988 *Position:* Research Assistant

Oct. 1986- Eaton's
April 1987 Eatons Centre
Guelph, Ont.
Position: Sales Clerk, Women's Fashions

Summer 1983 Photo Corp. of Canada, Ltd
Bay Portrait Studio, Jasper Ave.
Edmonton, Alta.
Position: Communicator

2.

- May 1981-
Aug. 1982 Photo Corp. of Canada, Ltd.
2706 Slough St. W.
Mississauga, Ont.
Position: Lab Statistician
- Summer 1981
(Part-time) Malton Theatre
Westwood Mall
Mississauga, Ont.
Position: Assistant Manager
- Nov. 1979-
Aug. 1980 Jane Park Drug Mart
Jane St.
Toronto, Ont.
Position: Pharmacist's Assistant
- Summer 1979 Bruce Lea Haven Nursing Home
Walkerton, Ont.
Position: Nurse's Aide
- Summer 1978 Walkerton Recreation Dept.
Children's Summer Drama Program
Walkerton, Ont.
Position: Supervisor
- COMMUNITY ACTIVITIES:**
- September 1987- English Dept. Representative to the Graduate Student Association
May 1988 University of Guelph
- Winter 1986 Chief Electoral Officer
Central Student Association Elections, University of Guelph
- 1984-85 Co-editor, Carousel: A Literary/Arts Magazine
University of Guelph
- 1982-83 Member of Women's Issues Collective

3.

AWARDS

University Graduate Departmental Scholarship 1987

Dean's Honour Roll

College of Arts Alumni Drama Prize 1987

Greenmor Book Award 1984

Early In-Course Scholarship, Spring 1983

REFERENCES

Rolf Gerstenberger, Publisher

The New Hamilton Weekly

131 John St. S., Suite 207

Hamilton, Ont.

LBN 4C3

527-0070

11:10

June 12, 1991

Mr. Keith Avery
City Clerk
City Clerk's Office
71 Main Street West
Hamilton, Ontario
L8N 3T4

Re: Status of Women Committee

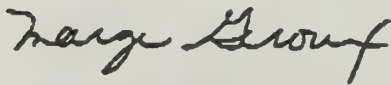
Dear Mr. Avery:

I understand that you are presently looking to recruit new members for the Status of Women Committee. Attached is a copy of my resume for your consideration.

After spending some time chatting with a former member of the committee, Mrs. Suzanne Cornforth, whom I know well, I would be very interested in sitting on this committee.

Thank you for your consideration of my application.

Sincerely,



Marge Geroux

0002

MARGE GEROUX

236 Eaglewood Drive
Hamilton, Ontario
L8W 1S9

Home no.: 575-1034
Office no.: 525-9140
ext. 2867

WORK EXPERIENCE:

September 1989 - present

Administrator, School of Occupational Therapy and
Physiotherapy

Responsibilities include providing administrative support to the School in areas of education, research and clinical service. This includes the day-to-day functioning of the school; preparation and monitoring of budgets; defining and maintaining performance standards, policies and procedures; designing, implementing and evaluating staff and space plans and design and maintenance of network communications.

December 1980 - September 1989

Administrative Assistant to Administrative Officer,
Faculty of Health Sciences

Administrative Responsibilities:

Responsibilities included providing administrative support to the Administrative Officer to facilitate the administrative operations of the Faculty; budget management of Health Sciences Planning Offices, several Ministry of Health Budgets including Emergency Health Services and Northwestern Ontario Medical Programme and Staff Development Budget; coordinating immigration requirements for faculty recruitment and liaising with Manpower and Immigration as well as the Ministry of Health officials; maintained an effective liaison with hospital officials, legal council, health professionals, government officials as necessary in this positions; responded to various enquiries and "sensitive" problem situations directed to our office; supervise and delegate work to support staff.

Programme Responsibilities:

Operated as Hamilton contact for the Northwestern Ontario Medical Programme (elective programme for McMaster medical students/residents); monitored and reported on the annual budget; prepared statistical reports and graphic presentations of the programme activities; designed brochures, evaluation forms, etc.; toured annually with the Ministry of Health to promote the programme to the various Ontario Universities (with medical schools).

Research Responsibilities:

Managed tracking study of the Northwestern Ontario Medical Programme tracking study; developed, maintained and provided statistical analysis of a complete database of the participants in the programme.

August 1979 - December 1980

Secretary, Personnel Services
Faculty of Health Sciences, McMaster University

June 1978 - August 1979

Clerk/Typist & Receptionist, Personnel Services
Gilmour Hall, McMaster University

Marge Geroux continued ...

EDUCATION:

1977

Honours Graduate Diploma
St. Mary's Secondary School

Business Courses/Workshops:

Management Skills for Administrative Personnel (Toronto)
Advanced Administrative Development (Banff, Alberta)
Business Writing (Toronto)
Supervisor's Symposium (Toronto)
Time Management
Successful Management (Toronto)
Supervisory Skills (Hamilton)
Effective Business Communication
Understanding Human Behaviour

Computer/Communication Courses:

VaxMail/Netnorth
Cosy Conferencing
PROFS (IBM Professional Office Systems)
DBASE III+
Lotus 123

SPECIAL PROJECTS/COMMITTEES:

Planning Committee - McMaster Professional
Conference for Secretaries

- member of the organizing/planning committee for the professional conference for clerical/ secretarial staff of McMaster University. From October 1985 to the present time, we have organized six very successful conferences.

Pilot Project - IBM Profs Automated System

- instructed various personnel in the Faculty in the use of the PROFS system; acted as resource person to users within the Faculty

ROLM Computerized Telephone System

- acted as resource coordinator for the implementation of the ROLM telephone system within the Faculty; advised individual departments in the set-up, structure and special features of the system

PAPERS/PUBLICATIONS:

M. Geroux, P. Maurer - The Northwestern Ontario Medical Programme. Fifteen Years Experience in Remote-Site Medical Education. Published by Conjoint Meeting of Canadian Paediatric Society and the Chinese Medical Association. The China Connection, November 1988. Presented by NOMP Chairman, Dr. P.J. Neelands to the Chinese Medical Association, Beijing, China, November, 1988.

This paper is also scheduled to be published in the Canadian Medical Association Journal (CMAJ).

Marge Geroux continued ...

HOBBIES & INTERESTS:

Enjoy jogging, bowling, reading, swimming and "playing" with various computer software programmes.

At the present time, I am involved with Girl Guides of Canada as a Guide Leader.

I also instructed students in martial arts (karate) for 10 years but am not currently involved in this activity.

Teaching is still a great interest of mine - I hope to pursue teaching part-time studies in the evening at Mohawk College in the instruction of various computer software packages.

REFERENCES:

Mrs. Barbara Cooper
Associate Dean
School of Occupational Therapy & Physiotherapy
McMaster University
(416) 575-2524

Mrs. Suzanne Cornforth
Director, External Communications
Office of Public Relations
McMaster University
(416) 525-9140, extension 2354

RECEIVED

JUL 12 1991

Schell
50 Glen
Hamilton, C

11:15

CITY CLERKS

June 11, 1991

Mr. K.E. Avery
City Clerk, City Hall
71 Main Street West
Hamilton, Ontario L8N 3T4

Re: Hamilton Status of Women Sub-Committee

Dear Sir:

Please accept this letter and enclosed resume as my application for an appointment to the Hamilton Status of Women Sub-Committee.

My strong organizational and administrative skills have been developed through my work at McMaster University involving policy development and analysis, liaising with all levels of government and project management. Having worked within extensive committee structures, including chairing a committee of ten volunteers, I have developed the interpersonal skills necessary to work effectively with a wide range of people. I would like to use these skills as a member of the Hamilton Status of Women Sub-Committee.

My experiences at McMaster opened my eyes to a number of issues confronting women in Hamilton. Having been an active participant of the McMaster Students Union's Daycare Committee for several years, as well as having sat on the executive committee which dealt with its financial concerns, I am well aware of the problems which exist for women in this area. Housing, poverty and shelters for abused women and children are other issues whose need to be addressed has been made more urgent because of the tough economic times we have been facing.

My first awareness of the Hamilton Status of Women Sub-Committee was when I watched the most recent Women of the Year Dinner on television. The women honoured that night were truly inspiring, and I cannot help but feel that with women like that leading the charge, surely if we all work together, we can help alleviate some of the problems faced by women in our community.

The combination of my work experience, volunteer activities and my educational background in the Social Sciences has given me the skills to enable me to be an active, vocal and useful member of the Committee. I would truly appreciate the opportunity to serve on the Hamilton status of Women Sub-Committee.

Yours sincerely,



Schellie Maybee

Schellie Maybee
50 Glen Road, Suite 506
Hamilton, Ontario L8S 4N3
(416) 570-0470

STRENGTHS

- Organizational** Experience organizing information and public awareness campaigns, and coordinating special events. Ability to delegate responsibility, to motivate and train both volunteers and employees. Work well independently and within a team environment. Systematic approach to goal-setting includes the ability to organize time and establish effective priorities among competing requirements using organizational tools such as personal computers.
- Finance** Experience with payroll, data maintenance, records management, basic accounting, security procedures associated with departmental opening/closing, and other potential risks. Financial planning including preparing project proposals, supervising budget execution, and furnishing program evaluations.
- Communications** Strong verbal, written and interpersonal skills. Public relations and customer service background includes communications strategies, media relations and preparing public information documents.
- Analysis** Experience monitoring, evaluating, and developing responses to public policy. Accurate memory for detail, ability to assimilate new information quickly and to provide innovative approaches in problem-solving.

WORK HISTORY

- 1987-present** Senior Customer Service Representative/CSR Trainer. Canada Trust, Hamilton, Ontario. Duties include maintaining a cash balance of \$45,000-\$60,000; verification of daily branch transactions; providing administrative support for internal financial processes; records management; and advising clients on a wide range of financial services. Responsible for the training and ongoing support of customer service staff in bank policies, procedures and products; and customer service methods identified through the Canada Trust *People Best* program.
- 1989-90** Chairperson, External Affairs. McMaster Students Union Inc., Hamilton, Ontario. Developed a dynamic team environment among a committee of ten volunteers. Implemented campus and community programs to raise awareness of social, public policy and educational issues and improve campus-community relations. Monitored and evaluated the impact of public policy with relation to post-secondary education, developed responses and liaised with all levels of government. Also served on the Student Union's executive and long-range planning committees, responsible for administering revenue generating and non-profit services. Administered a departmental budget of \$15,000.
- 1986-88** Information Centre Manager. McMaster Students Union Inc., Hamilton, Ontario. Hired, trained and scheduled a staff of 14; prepared and administered a budget of \$15,000; developed cash control and accounting systems for annual sales exceeding \$150,000, and coordinated special event ticket sales. Expanded profit generating operations to include exclusive agreements with area transportation and entertainment companies. Acted as a campus recruiter for the Cool School, an institute devoted to helping high school students with learning disabilities, and coordinated on-campus volunteer recruitment.

- 1982-88 **Accounts Clerk II - Accounting Department.** Eaton's, Oshawa, Ontario.
Duties included receiving payments, cash control for a Ticketron/Lottery outlet; and acting as a customer service agent. Additional tasks relating to store closing included store-wide cash control; lock-up; and alarm systems control.
- Summer
1985 **Assembly Line Verification.** General Motors of Canada Ltd., Oshawa, Ontario.
1986 Acted as a quality control agent on the plant assembly line, rotated as a vacation replacement, and gained assembly experience in the plastics/injection moulding department.

UNIVERSITY ACTIVITIES

- 1988-90 **McMaster University Senate**
Worked with senior administrators and members of the faculty in determining McMaster's priorities for curriculum, discipline and student-service policies.
- McMaster Board-Senate Committee on Academic Planning**
Brought the student perspective to deliberations encompassing the University's administrative structure, curriculum, land and facilities planning, and other long-term development issues.
- University Committee on City-Student Relations**
- 1986-90 **Senate Board for Student Appeals**
 McMaster Student Representative Assembly
- 1988-89 **Founding President, McMaster Social Sciences Society**
Co-founded a student society in the largest academic division of the University. Sought and won approval in a referendum for a student levy that now provides an annual budget of \$45,000.
- 1986-88 **Campus Liaison, Hamilton Volunteer Bureau**
Coordinated on-campus promotion of volunteer positions across the City of Hamilton.

EDUCATION

- Continuing part-time studies at McMaster University leading to a Bachelor of Arts in Political Science.
- Chancellor's Entrance Scholarship, McMaster University, Hamilton, Ontario
- Secondary School Honours Graduation Diploma (1984), O'Neill Collegiate Institute, Oshawa, Ontario.

REFERENCES

Available on request.

RECEIVED

JUN 12 1991

11:20

CITY CLERKS *use*

Mrs K. E. Avery
City Clerk
City Hall
71 Main Street West
L8N 3T4

Dear Mrs Avery:

I wish to be considered for appointment
to the Hamilton Status of Women Sub-
Committee and am forwarding my resume.

I am very interested in helping to organize
activities of the Hamilton Status of Women
making people aware of the ramifications
of violence against women in our society and
the new unemployment insurance parental
benefits that came into effect in November.

I am interested in establishing the purpose of
the Status of Women.

The Statute of Women sees that the concerns of women are integrated at all levels of the govt's policy and decision making process

I wish to make people aware of International Women's Day. It is an occasion to focus on the position of women in society and women's achievement

I am interested in improving the employment opportunities for women, thus improving the quality of women's lives

Sincerely,
Jacqueline Munro

R E S U M E

JACQUELINE MUNRO
707-200 Jackson Street West
Hamilton, Ontario
L8P 4R9
(416) 522-7070

EDUCATION:

- 1990 - 1991 MOHAWK COLLEGE
Focus on Skills
Hamilton, Ontario
A twenty-six week course designed for women re-
entering the work force., *Several placements*
- 1972 - 1977 ALGONQUIN COLLEGE
Ottawa, Ontario
The following library courses have been
completed:
Reference Service I, II
Cataloguing and Classifications I, II
Library Methods and Equipment
Audio Visual Methods
(part-time studies)
- 1968 CARLETON UNIVERSITY
SCHOOL OF JOURNALISM
Ottawa, Ontario
Public Relations Course
Writing Course
(part-time studies)
- 1962 - 1966 FRANCE CANADA AND ALLIANCE FRANCAISE
Toronto, Ontario
Completed French courses on a part time basis.
- 1965 UNIVERSITY OF ALBERTA
Banff School of Fine Arts
Banff, Alberta
Completed a diploma in Theatre and Stage
Movement.
(summer program)
- 1958 - 1961 UNIVERSITY OF TORONTO
Toronto, Ontario
Bachelor of Arts Program Specializing in
French, German and Social Sciences.
- 1957 CANADA BUSINESS COLLEGE
Hamilton, Ontario
Completed a typing and record keeping course.

ADDITIONAL EDUCATION:

Public Service Examination in French and Typing for Secretaries.

Tourism and Hospitality Course at Mohawk College.

Libraries Review Course.

EMPLOYMENT HISTORY:

OTTAWA

1974 - 1985

SPORT INFORMATION RESOURCE CENTRE

Inter-library loans, indexing and general reference work.

DEPARTMENT OF NATIONAL REVENUE

Library Technician in charge of inter-library loans and reference work - English and French.

SECRETARY OF STATE

Cataloguing Department of the Library.

DEPARTMENT OF TRANSPORT

Periodical Section of the library.

NATIONAL ARTS CENTRE

Performing Arts Library in the Administrative Department.

HOUSE OF COMMONS

Members Secretarial staff.

TORONTO

1964 - 1973

PRINCESS MARGARET HOSPITAL

Library Assistant in Cancer Research.

OSGOODE HALL, GREAT HALL LIBRARY

Legal Librarian Assistant

ONTARIO PROVINCIAL GOVERNMENT

Department of Education
Secretarial Work.

PERSONAL ACTIVITIES:

I have been involved in a variety of Community Activities and my general interests include Drama, Music, and Sports.

REFERENCES:

Mrs. Ruth Faulks
Secretary
The Church of the Ascension
64 Forest Avenue
Hamilton, Ontario
L8N 1X1
(416) 544-8438

Mr. Kenneth Dechert
Barrister & Solicitor
201-636 Upper James Street
Hamilton, Ontario
L9C 2Z2
(416) 387-2711

Alderman Ben Nobleman
Ward One - City of York
2700 Eglinton Avenue East
Toronto, Ontario
M6M 101
(416) 782-7397

Mr. John McCabe
505-42 Herkimer Street
Hamilton, Ontario
L8P 2G4
(416) 522-7070

11:25

June 18, 1991

Charlene J. Courts
Hamilton Status of Women Sub-Committee
City Hall
71 Main St. W.
Hamilton, Ontario
L8N 3T4

Dear Charlene:

The enclosed resume is background of both my working and volunteer experience, as I wish to be considered as a volunteer member of The Hamilton Status of Women Sub-Committee.

I acknowledge that this application has missed your deadline, as unfortunately the mailing had an incorrect postal code on the label and took 8 days to be delivered.

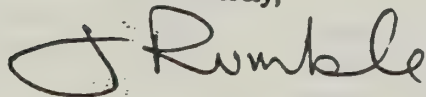
To bring my resume up to date, I would like to add the following:

September 1989 to present - Branch Director of the MacNab Street Branch of The Hamilton Y.W.C.A. This position has me responsible for an operating budget of \$1,900,000.00, serving women in the Hamilton community in the area of housing counselling, fitness, prevention, skill development, child care and leadership development. I have also completed the Administrative Managers Professional Management Programme. I am currently a steward at Delta United Church and I am still a member of the A.A.T.D. Prevention Network.

I have an interest in women's issues, developed throughout my career of working at The Y.W.C.A., but I also, have a renewed interest in women's issues as a mother of two girls. I have attended local workshops hosted by the Status of Women Sub-Committee and have attended the Annual Women of The Year dinner a number of times. I am interested in the current direction that is being taken by the group in bringing the community together on issues and feel that I can bring a number of resources to the table from my own experiences.

I look forward to finding out more about the Sub-Committee and ask you to accept this letter as a response to recruitment to the Hamilton Status of Women Sub-Committee.

Yours sincerely,



Jill Rumble
Branch Director
MacNab Street Branch

JR/dlp
Encl:

PERSONAL RESUME

JILLIAN ANN RUMBLE
956 Montclair Ave.,
HAMILTON, Ontario L8M 2E4
(416) 544-5458

EDUCATION:

Present

Administrative Managers Professional Management Programme (C.A.M.) to be completed June 28th 1989. **Subjects covered:** Business, Finance and Control; Economics; Organizational Behaviour; Principles and Practices of Supervision; Business Administration I; Marketing; Communications and Employee Relations.

1970 - 1971

Recreation and Administration Diploma - Narrabeen, Sydney, N.S.W., Australia.

1961 - 1967

Strathmore High School, Victoria, Australia.
Completed Secondary School Diploma.

WORK EXPERIENCE:

March 1989 to

Present.

The Hamilton Y.W.C.A. Director of Development - accepted appointment to assist in the establishment of a permanent Development Office, and to work with a professional fund-raising company to achieve a \$3.5 million Centennial Building Campaign Goal, to meet the capital needs of The Hamilton Y.W.C.A.

1974 - 1989

Branch Director of the Ottawa Street Branch of The Hamilton Y.W.C.A. Programme and Financial Administration - responsible for the development of a \$650,000 operating budget (1974 - \$154,000; 1989 - \$650,000), United Way budget presentations, securing annual and special government and foundation grants. During my time as Branch Director the membership has grown to over 4400 men, women, boys and girls as well as over 950 senior citizens, as the Ottawa Street Branch has expanded to meet the changing needs of our membership families. We were able to maintain a strong viable membership throughout a difficult renovation programme during 1984/85.

Facility Management - have been responsible for the operation of a 45,000 square foot facility involving an indoor swimming pool, gymnasium, fitness centre, multi-purpose programme space used by adult and youth educational programmes, senior citizens programmes and summer day camp activities. Assisted with the design and building requirements involved with the renovation project at the Ottawa Street Branch and the successful relocation of classes and class participants during the renovation process. The building has consistently met with appropriate approval from the Public Health and Fire Departments who conduct inspections throughout the year. I have been responsible for the establishment of a joint Health and Safety Committee at the Ottawa Street Branch and supervision of the newly legislated W.H.M.I.S. programme.

Personnel Management - Responsible for the hiring and evaluation of eleven full time staff and the supervision of 40 to 50 part-time staff. Being a member of the management team involved with the Salary Administration Review Process I have a sound understanding of The Hamilton Y.W.C.A. salary administration programme. During 1987-88 I took a leadership role in the co-ordinating and scheduling of joint staff training events between different levels of staff from both branches, assisting in breaking down some of the branch barriers. Responsible for orientation, training, and development for special event, administrative and programme volunteers at the branch level.

WORK EXPERIENCE cont'd

Marketing - Actively involved with the overall marketing and programme promotion of the activities and events at the Ottawa Street Branch. I have taken a leadership role over the years in responding to changes in format and design to make our promotional material more readable from the point of view of our members. I have a strong sense of the image of the Hamilton Y.W.C.A. and enjoy speaking about the work of The Hamilton Y.W.C.A. I have had experience with promoting the Y.W.C.A. on CHCH T.V. and Cable 14. I take responsibility for the development of The Hamilton Y.W.C.A. jingle produced for use during Centennial Year as well as the coordination and ordering of the various clothing items, pens, pins, bumper stickers that are now available for sale to the membership to celebrate the Y.W.C.A. Centennial.

Fund-raising and Special Events - Initiating and leading a variety of special events appealing to each age level of our membership each year. Through these efforts some \$3500 to \$7000 has been raised annually to purchase capital equipment as well as pay back the fitness centre Capital loan. I was involved with the organization and final clean of the Ottawa Street Branch Building Campaign which generated some \$1.3 million. During 1989 all outstanding debts related to this campaign were completely paid off.

Community Contacts - I have a strong sense of the Hamilton social service community through the professional contacts I have established over the past seventeen years. I have also lived in Hamilton or vicinity during that time and so have a good knowledge of the resources available to the Hamilton Y.W.C.A. and the resources available within the Y.W.C.A. family.

Y.W.C.A. Organizational Structure - Having worked for The Hamilton Y.W.C.A. for the past seventeen years I have a strong sense of the local organizational structure as well as the various Provincial, National and International structures. I have had first hand experience in conducting workshops at both the Provincial and National levels as well as attending many training and skill development workshops for my own upgrading. I represented Canada at the 31st Triennial Convention of the Y.W.C.A. of the U.S.A.

Special Assignment - I worked on a project basis for five months with a systems analyst to assist in the development and implementation of a software package to handle the Membership and Registration process for the Hamilton Y.W.C.A. membership of 10,000. I successfully secured grants to cover the costs of an extensive in-house staff training programme and the development of an operation manual to compliment the training sessions. This system is fully operational at both branches.

1972 - 1974

Senior Citizens, Special Events and Social Services Director - Ottawa Street Community Y.W.C.A. - Initiating a New Horizons grant to commence a full Seniors Citizens Programme, still in operation and now 100% funded by the City of Hamilton.

1970 - 1972

Youth Worker - Melbourne Y.W.C.A. - Victoria, Australia. Responsible for a suburban outreach programme for young people. Responsibilities included leadership training, development of programmes, budget control, public relations and direct teaching.

- Page 3 -

WORK EXPERIENCE - cont'd.

1968 - 1969 Accounts Clerk - Bank of New South Wales, Prahan Branch, Victoria, Australia.

WORK RELATED TRAINING AND EXPERIENCE:

- Ability to use a variety of computer software including; Word Perfect 5.0; Supercalc; AccPac; Fund-raising Tool Box; Newsmaster; Harvard Graphics; The Hamilton Y.W.C.A. Registration and Membership Package.
- Co-chaired S.D.S. International Marketing workshop in Niagara Falls - Fall 1986.
- Member of Y.W.C.A. of/du Canada Planning Committee for 1987 Inter-convention Council.
- Conducted workshops on behalf of The Hamilton Y.W.C.A. for other Associations interested in The Hamilton Y.W.C.A. membership and registration software package.
- International delegate representing the Y.W.C.A. of/du Canada at the 31st Triennial Convention of the Y.W.C.A. of the U.S.A. "Vision in Action" June 22 - 26th 1988.
- Delegate at the Y.W.C.A. of/du Canada Leadership Development Seminar "Managing Change in the 90's - Creating our Tomorrow" October 11 - 16th 1988.
- Presenting "MIS in your Y.W.C.A." workshop at the Y.W.C.A. of/du Canada Convention 1989.
- Attended Y.W.C.A. of/du Canada National Convention in Banff in 1973 as an observer and all others since then as a voting delegate - 1977 - 1981 - 1985 - 1989.

COMMUNITY INVOLVEMENT

- 1984 - 1989 - Board Member of Tami's drop-in young mothers programme.
- 1985 - 1989 - Board Member - East Region Mental Health Clinic.
- 1986 - 1989 - Association of Agencies for Treatment and Development - Prevention Network.
- 1988 - 1989 - Association of Agencies for Treatment and Development - Day Care Task Force.

ACTIVITIES AND INTERESTS

- Member of The Hamilton Y.W.C.A. 1972 to present.
- Member of Delta United Church.
- 1984 - Present - teach Sunday School to children 9 - 12 years.
- Parent volunteer for the Hamilton Regionettes Gymnastic Club and the 41st Hamilton Brownie Pack.
- Member of Junior League 1981 - 1983.
- Rotary Youth Leadership Award recipient 1968.
- 1966 - 1970 - Brown Owl - 1st Murrumbidgee Brownie Pack, Australia.

I enjoy sewing, cross-country skiing, camping, fitness, and travelling.

Landed Immigrant Status - 1975.

Have my own transportation.

REFERENCES: upon request.

RECI

JUN:

11:30

June 11, 1991

CITY _____

K.E. Avery
City Clerk, City Hall
Hamilton, Ontario
L8N 3T4

Dear Mr. Avery:

Re: Hamilton Status of Women Sub-Committee

I would like to express my interest in serving on this committee for the following reasons.

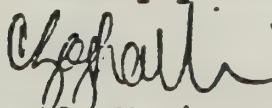
(1) I am a recent graduate from the University of Western Ontario and have a great interest in the establishment of government policies affecting status of women. During my university career, I was fortunate to have completed courses in Women's Studies. This has benefitted me greatly, in that, I am very aware of the achievements women have experienced within the last while. Through this interest, I have continued to follow government policy changes affecting women. I now wish to serve on such a committee so as to have a say in policies affecting the women of Hamilton, and therefore affecting me.

(2) As a professional woman, the opportunity of serving on this committee is invaluable.

(3) I wish to gain closer contact with the Corporation of the City of Hamilton so as to contribute worthwhile achievements to the citizens, especially women, of Hamilton.

You can contact me at 387-2229 or 575-2405 ext. 3383 where I am currently working as a Research Assistant involved in Graduate and Employer Success Factor Analysis. I would appreciate your consideration in this matter and I hope to hear from you at your earliest convenience.

Sincerely yours,



Carole-Marie Zoghaib
43 Monteagle Court
Hamilton, Ontario
L9C 6Y1

CAROLE MARIE ZOGHAIB

**43 Monteagle Court
Hamilton, Ontario, L9C 6Y1
416-387-2229**

EDUCATION

**1991
Bachelor of Arts in Sociology
University of Western Ontario**

PROFESSIONAL SKILLS

- o LEADERSHIP/ORGANIZATIONAL EFFECTIVENESS**
*supervised 120 staff/enforced Liquor Licence
implemented training seminar for 60 staff*
- o TEAMWORK/INTERPERSONAL/SELF-MANAGEMENT**
*collaborated with four executive administrators
intervened and solved critical Customer Service situations*
- o RECRUITMENT/COUNSELLING/LABOUR MARKET ANALYSIS**
*initiated and implemented hiring for 60 positions
interviewed, counselled and referred students seeking jobs*
- o COMMUNICATION/PRESENTATION/MARKETING**
*maintained accurate personnel files for 120 staff
practiced effective administrative verbal/written/aural skills*

WORK EXPERIENCE

- o Elbow Room Tavern, University of Western Ontario, 1989-1991**
- o University Student's Council, U.W.O., 1989-1991**
- o Metro Hamilton Canada Employment Centre, 1989/1990**
- o Hamilton Worker's Compensation Board, 1988**

INTERESTS

Aerobics, Intramural Activities, Volunteer Work

REFERENCES

Available upon Request

June 11, 1991

RECEI 11:35

JUN 12

Mr K. E. Avery, City Clerk
Corporation of the City of Hamilton
City Hall
71 Main Street West
Hamilton, L8N 3T4

CITY CLERKS

Dear Mr Avery:

Re: Appointment to Hamilton Status of Women Sub-Committee

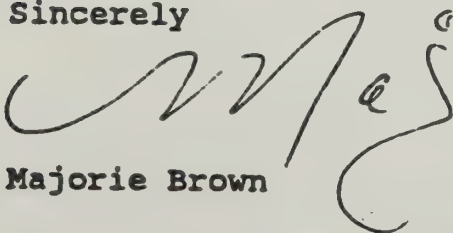
Please accept the enclosed as application to the Hamilton Status of Women Sub-Committee of the Finance and Administration Committee of City Council.

Acting in an advisory capacity on issues affecting women would not only give me the opportunity to contribute to this community, but I would be in a position to learn about matters of social and municipal concern. As I continue to grow in knowledge and interest, volunteering at the Board executive level, assisting in fundraising events and acting in the frontlines, I believe the time has come to make a more significant contribution of my energies in Hamilton.

As you can see by my resume and information, most of my activities have taken place in Toronto, as I had developed relationships when first I left Hamilton to attend the University of Toronto. Since the late 1970s', I have organized, studied and investigated on behalf of several groups.

Thank you for giving me this opportunity to return to the community and be an active citizen,

Sincerely



Majorie Brown

encl resume, summary, background info

cc Mark Garber, Manager, Career Services, Mohawk College

/mb

MAJORIE BROWN

269 CRANBROOK CRESCENT
HAMILTON, ONTARIO

416-385-5215

"...EXCELLENT APTITUDE FOR INNOVATIVE IDEAS AND STRATEGIC PLANNING..."

K. Bailey, Professor, Ryerson

"...KEEN INTEREST IN HER FIELD...PERFORMS EXTREMELY WELL..."

A. Chesterton, Counsellor, Humber College

"...WELL HONED TEACHING, COUNSELLING AND PRESENTATION SKILLS..."

M. Avenich, Professor, Humber College

PROFESSIONAL SKILLS and ABILITIES

ADVISING/COUNSELLING/COMMUNICATION

Ten years Youth Leadership and Intervention Programs

Six years Crisis Befriending 24 hour line

Three years Career Education and Planning

ADMINISTRATION/ANALYSIS/DEVELOPMENT

Ten years Volunteer Board/Program management

Eight years Enterprise Management

Five years Consulting in Problem diagnosis

SUPERVISION/PLANNING/ORGANIZATION

Five years independent contracting in Payroll

Three years Mainframe/Microcomputer applications

Three years monitoring and tutoring students

RECRUITMENT/TRAINING/MARKETING

Two years Federal Government Programs

Two years Provincial Government Programs

Two years Academic Services

EDUCATION

BACHELOR OF BUSINESS MANAGEMENT, HONOURS

Ryerson Polytechnical Institute

Toronto, Ontario

CURRENT EMPLOYMENT

Researcher

Mohawk College of Applied Arts and Technology
Hamilton, Ontario

Career Development Division
416-575-2405

CONTRACT EXPERIENCE

1990

Public Service Commission of Canada
EMPLOYMENT EQUITY RECRUITER

1989

Ontario Ministry of Agriculture and Food
END-USER ANALYST

1989

Employment and Immigration Canada
SUPERVISOR CEC-SUMMER

1988

Humber College of Applied Arts and Technology
PROJECT OFFICER

SELF DEVELOPMENT INITIATIVES

Entrepreneurial Interests

ABA Consulting Solutions
Psema4 Communications
RoleCall Foundation

Volunteer Activities

Distress Centre Inc.
Boys and Girls Clubs of Canada
Pathfinder Clubs of Canada

REFERENCES

available on request

BIOGRAPHICAL SUMMARY

NAME: **M a j o r i e A n g e l B r o w n**
 ADDRESS: 426-75 MacNab St. S
 FAX#: 416-575-2359
 POSITION:

S.I.N.#: 453-039-851
 PHONE#: 416-522-9922
 WORK#: 416-575-2405

EDUCATION

Post Grad(Planned)	OISE	Toronto	Education, Med/EdD	92	97
GRADUATE	McMaster U.	Hamilton	Business, MBA	91	93
UNIVERSITY	Ryerson P.I.	Toronto	Business, BBM	76	90
COLLEGE	Humber Coll	Toronto	Microcomputer	87	88
Associations					

REFERENCES

NAME & ADDRESS	PROFESSION	CATEGORY	FROM	TO
1. Mike Kvenich Humber College School of Business	Professor Phone (416) 743-0994	Education	1987	1991
2. Roy Williams Ryerson Polytech. School of Business	Professor, Director, (416) 979-5325	Education	1988	1991
3. Mark Garber Mohawk College Career Services	Manager Phone (416) 575-2405	Work	Feb 91	pres.

YOU may contact my past and present employers also.
 EXCEPTIONS _____

GENERAL

1. MOST IMPORTANT GOALS: *To develop skills in counselling*
2. LEISURE ACTIVITIES: *Reading journals in psychology/education*
3. FAVOURITE FOOD: *Complete vegetarian, Mexican and Italian*
4. FAVOURITE HOBBY: *Designing Haute Coutoure clothing, Jazz music*
5. ARE YOU COMPUTER LITERATE ? *YES NO

I certify that this and all other information is correct. If I am a possible job candidate, I hereby authorize you to contact my employers. —

SIGNED: _____ DATE: _____

HOW TO STAY IN THE JOB MARKET

AFTER RETIREMENT

THE FACILITATOR, Majorie Brown (BBM Ryerson), DIRECTOR of RoleCall Foundation, has been a Consultant and Lecturer in:

- o Small Business Management
- o Enterprise Development
- o Professional Development
- o Career Planning and Renewal

For over 20 years, Majorie has designed, analysed, developed and participated in community volunteer programs as member of board, treasurer, committee leader, executive and befriender for:

- o Young people from childhood to maturity- Pathfinders
- o Inner City Youth Clubs and agencies- Boys & Girls Clubs
- o People in crisis requesting assistance- Distress Centre
- o Women enduring powerless relationships- Assaulted Womens' Helpline

She has been active in her church since childhood in the Pathfinder Clubs and is a Master Guide through that organization, which develops leadership skills and encourages citizenship & community volunteerism.

As a role model, mentor, facilitator and group leader, Majorie is energetic and deeply committed to growth towards excellence. She is a continuing learner at the graduate level with aspirations for post-graduate work in the field of Adult Education. Her most recent entrepreneurial activities include:

- o President - ABA Management Services 5 years
- o Director - Angel Brown and Associates all new Consulting Solutions
- o President - Psema4 Communications Inc.
- o Director - RoleCall Foundation International, which offers a ten course series in Intentional Career Strategies, workshops designed for the many stages of life and career development for individuals and workgroups.

Don't miss this once in a lifetime opportunity to attend the new workshop offered at Mohawk College in Hamilton at the Fennell Campus on September 14, 9:00am to 5:00pm. Invite a friend to register with you and circle the date on your calendars today!



11(b)

CITY HALL
71 MAIN STREET WEST
HAMILTON, ONTARIO L8N 3T4
(416) 546-3994

Sub-Committee

1991 July 10

Mr. John Thompson, Secretary
Finance and Administration Committee
City Clerk's Department
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Mr. Thompson:

Please find attached, a report from the Hamilton Status of Women Sub-Committee respecting the use of Non-Sexist Language at all meetings of City Committees, Council and in the administration of all City business.

It would be appreciated if this report could be placed on the Finance and Administration Committee agenda as a delegation for its meeting to be held on Thursday, 1991 July 25.

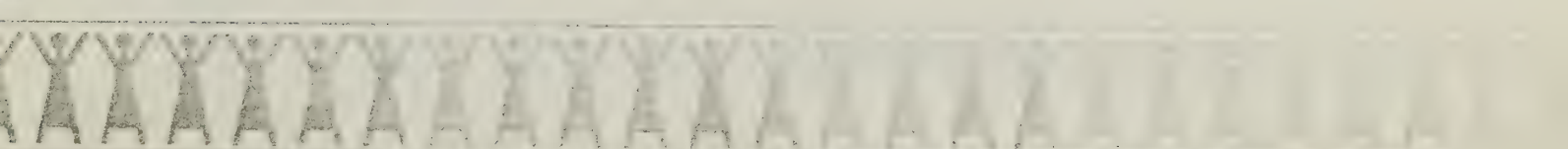
Your assistance in this regard is most appreciated and I anticipate your reply.

Yours truly,

per Evelyn Myrie, Chairperson
Hamilton Status of Women Sub-Committee

Attached

c.c. Alderman Brian Hinkley, Chairman
Finance and Administration Committee
C. J. Coutts, Secretary
Hamilton Status of Women Sub-Committee



CITY OF HAMILTON
- RECOMMENDATION -

DATE: 1991 July 10

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: C. J. Coutts, Secretary
Hamilton Status of Women Sub-Committee

SUBJECT: USE OF NON-SEXIST LANGUAGE AT ALL CITY
COMMITTEES, COUNCIL AND IN THE
ADMINISTRATION OF ALL CITY BUSINESS

RECOMMENDATION:

- a) That the Finance and Administration Committee be requested to put into place the non-use of sexist language in all meetings of City Committees, Council and in the administration of all City business in City Hall and elsewhere; and,
- b) That a Committee consisting of members of the Hamilton Status of Women Sub-Committee and two (2) members of the Finance and Administration Committee be established to draft a policy on the non-use of sexist language.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Hamilton Status of Women Sub-Committee is responding to alleged sexist comments made by a member of City Council that appeared in the local newspapers.

The Hamilton Status of Women Sub-Committee at a Special Meeting held on 1991 July 10 made the aforementioned recommendation and also agreed to survey all members of City Council to determine their position on the non-use of sexist language and that the results of this survey be made public.

THE NEW Hamilton Weekly

A MAGAZINE FOR THE WORKING FAMILY

11(c)

12 July 1991

John Thompson
Secretary
Finance & Administration Committee
City of Hamilton
71 Main St. W.
Hamilton, Ont.

Dear Mr. Thompson:

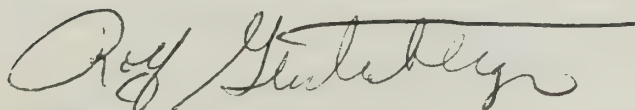
I would like an opportunity to appear before the next meeting of the City's Finance and Administration Committee to formally request consideration in the City's Advertising plans.

The New Hamilton Weekly, which began publication in May 1987, is an independent magazine. It was established because we felt there was a need for a magazine which addressed itself to working families -- a magazine that seriously discussed their concerns and reported on their activities. In this context, *The New Hamilton Weekly* covers events of a cultural, political, economic and social nature in the Hamilton area and we are currently in the process of expanding our coverage to include international news. We are a news magazine, reporting on both past and upcoming events.

In our four years of publication, people have responded to this and we have built up a firm readership base. *The New Hamilton Weekly* is read not only by working families, but also by seniors, students, those involved in cultural activities, and many others.

Thank you for your consideration.

Yours truly,



Rolf Gerstenberger
Publisher

RG/emc

05-312

CORPORATION OF THE CITY OF HAMILTON
MEMORANDUM

TO: Ms. Elaine Couto
New Hamilton Weekly

YOUR FILE:

FROM: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

OUR FILE:
PHONE:

SUBJECT: Advertising

DATE: 1991 May 23

This refers to our telephone conversation of Wednesday, 1991 May 22 regarding the City's policy on purchasing advertising space in newspapers.

By way of explanation, I would advise that at its Budget Review meeting held 1990 February 23, the Finance and Administration Committee reduced the City's advertising appropriation by a substantial amount due to extreme budget restraints.

Consequently, the Committee directed that all requests for the purchase of advertising space in special newspaper supplements, reports, magazines and publications be denied due to the lack of funds, and that only necessary advertising occur, i.e. statutory notice requirements, special ads for Council initiatives, public meetings, tender ads, etc.

With respect to Statutory notice requirements, Ontario Regulations usually direct that notice shall be given by publication in a newspaper that is, in the Clerk's opinion, of sufficiently general circulation in the area to which the proposed legislation would apply.

I would advise, however, that from time to time the City will purchase advertising in special publications of organizations and groups that possess a non-profit/charitable status. These requests are considered on their own merits.

As I explained to you over the telephone, the City has already undertaken strategies and initiatives to improve equitable representation on Committees, Boards and Commissions by advertising for citizen members through such media venues as The Hamilton Spectator, Brabant Newspapers and community and ethnic papers.

In this regard, I suggested you speak with Ms. Charlene Coutts, Secretary, Advisory Committee on Equitable Representation of Committees, Boards, and Commission for further information.

John Thompson

11(d)

CITY OF HAMILTON
- INFORMATION -

DATE: 1991 July 18

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D.K. Beattie
Grants Co-ordinator

SUBJECT: ONTARIO PROVINCIAL AND NATIONAL KARATE
CHAMPIONSHIPS - CONVENTION/RECEPTION GRANT APPEAL

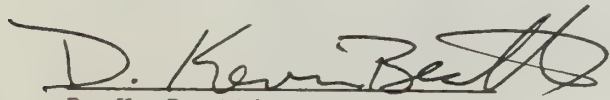
BACKGROUND:

The Convention/Reception Grant Policy authorizes the Grants Review Group to process Convention/Reception grant applications which are complete and comply with the policy. Applying the funding formula of \$4.00 per participant to a maximum of \$1,500, the Grants Review Group through the Grants Co-ordinator would advise the applicant of the recommended grant amount. Should this amount be unacceptable, the applicant can appeal this recommendation to the Finance and Administration Committee.

The Ontario Provincial Karate Championships and the Canadian Grand National and Junior Karate Championships have applied for a \$4,500 Convention/Reception grant to offset the costs associated with these three championships to be held at the Convention Centre February 22, 1992. (Note, due to the timing of the event, any grant funds are allocated from the 1991 provision for this 1992 event. This is consistent with prior year's Convention/Reception grants). It is anticipated that there will be 3,000 to 5,000 participants. In 1990, the applicant received a \$4,500 Convention/Reception grant for a similar event.

Based on the application and consistent with the policy, the Grants Review Group is prepared to recommend the maximum grant of \$1,500. (Note, the policy was revised in 1991 to allow for a maximum \$1,500 grant regardless of the number of events held within the relative time frame).

Attached is the relevant grant application and supporting material.


D. K. Beattie

Att'd

THE CORPORATION OF THE CITY OF HAMILTON

APPLICATION FOR CONVENTION OR RECEPTION GRANT

Each organization applying for a grant is required to complete this form and forward same to Mr. D. K. Beattie, Grants Co-Ordinator, Treasury Department, City Hall, 71 Main Street West, Hamilton, Ontario, L8N 3T4, (telephone 546-2739, FAX 546-4554).

1. Name, Address and Telephone Number of organization:

ONTARIO PROVINCIAL KARATE CHAMPIONSHIPS
CANADIAN GRAND NATIONAL TEAM CHAMPIONSHIPS
CANADIAN JUNIOR KARATE CHAMPIONSHIPS
703/500 GREEN RD, STONEY CREEK ONT.

Contact Person ARMIE RIZZO Phone No. 664-2948

2. Provide a brief history of your organization (Constitution, Charter, By-laws) and indicate if it is incorporated as a non-profit or charitable organization.

THIS IS A NON PRO FIT # 870077. THIS COMPETITION HAS BEEN RUNNIG IN HAMIL. FOR THE LAST 15 YEARS AND AT THE H.C.C. SINCE THE CENTER OPENED. WITH THE CO OPERATION OF THE CITY.

3. What are the general objects and/or functions of your organization?

TO PROMOTE PHYSICAL AND MENTAL CONDITIONING
TO PROMOTE A DRUG FREE SPORT IN HAMILTON.
TO CONTINUE TO BUILD A COMPETETIVE COMPETION OPEN TO ALL RACES
AND NATIONALITIES FROM ALL PARTS OF THE WORLD.

4. Amount of grant request \$ 4500.00

NOTE: YOU ARE REQUIRED TO PROVIDE A BUDGET OF YOUR EVENT ALONG WITH THIS COMPLETED APPLICATION. THE GRANT IS NORMALLY LIMITED TO A MAXIMUM OF \$4.00 PER PARTICIPANT, SUBJECT TO A TOTAL MAXIMUM OF \$1,500. THE MINIMUM GRANT REQUEST TO BE CONSIDERED IS \$100. THIS FORMULA APPLIES TO ONE OCCASSION REGARDLESS OF THE NUMBER OF EVENTS OR ACTIVITIES THAT MIGHT TAKE PLACE WITHIN THE RELATIVE TIME FRAME.

PAGE 2
APPLICATION
CONVENTION/RECEPTION
(Rev. 4/91)

THE CORPORATION OF THE CITY OF HAMILTON

5. Explain briefly the nature of your event to be held for which you are requesting financial assistance (eg. types of programs, events, etc.).

6. With respect to your event, answer the following:

- (a) How many people will be in attendance? 3000 to 5000
- (b) Of the stated number of people, how many are coming from outside of Hamilton? 95%
- (c) What is the date of the event? FEBRUARY 22, 1992
- (d) What is the location of the event? Hamilton Convention Center
- (e) Will volunteers participate in this event? YES

If yes, please indicate number of volunteers and number of volunteer hours to be contributed for this event.

170 no. of volunteers 2000 no. of volunteer hours

7. For what reasons does your organization merit the use of public funds for the purpose indicated above?

To help offset the cost of this event that will bring a large number of people, This competition will bring thousands of dollars to the downtown core of Hamilton in spun off business transactions that our Hotels, restaurants, and Jackson Square plus many others businesses. IT MUST BE NOTED THAT THE H.C.C. HAS SET RECORDS IN SALES AT THEIR FOOD CONCESSION.

8. What other contributions are being requested or obtained to meet the cost of your event? (Government grants, donations, etc.) NONE.

NOTE: YOUR ARE ADVISED THAT CONSIDERATION WILL NOT BE GIVEN TO AN APPLICATION FOR FINANCIAL ASSISTANCE IF A SIMILAR APPLICATION HAS ALSO BEEN SUBMITTED TO THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH AND/OR AN ORGANIZATION THAT RECEIVES A SUBSIDIZED RENTAL RATE FOR USE OF A FACILITY OR FACILITIES UNDER THE JURISDICTION OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

PAGE 3
APPLICATION
CONVENTION/RECEPTION
(Rev. 4/91)

THE CORPORATION OF THE CITY OF HAMILTON

9. Does your organization provide a service for which a charge is made? Some examples are admission fees, membership fees, and rental charges. If answer is "Yes", give details.

\$2.00 spectator fees

\$15. 00 Entrance fees

NOTE: THE GRANTING OF ASSISTANCE IN ANY ONE YEAR IS NOT TO BE INTERPRETED AS A COMMITMENT TO FUTURE YEARS' FUNDING.

10. Will assistance be requested from the City of Hamilton in future years in this respect?

YES.

11. List the Executive Officers of your organization.

<u>Name and Title</u>	<u>Address</u>	<u>Telephone Number</u>	
		<u>Business</u>	<u>Home</u>
A.T.RIZZO 703/500 GREEN RD. STONEY CREEK		664-2948	
DORTHY RIZZO 703/500 GREEN RD. STONEY CREEK		" "	
DEBRA CAMPOMIZZI 173 DELANCY BLVD. HAMILTON		385-8116	

JULY 9, 1991
Date

A.T. (ARMIE) RIZZO
Name and Title of Officer Making Application


Signature of Officer Making Application

664-2948
Telephone Number

NOTE: PAYMENT OF ANY CONVENTION/RECEPTION GRANT WILL BE MADE AT THE CONCLUSION OF YOUR EVENT AFTER THE ATTACHED REPORT (APPENDIX A - CONVENTION/RECEPTION GRANT SUMMARY REPORT OF THE EVENT) IS COMPLETED AND RETURNED TO THE GRANTS CO-ORDINATOR, (TREASURY DEPARTMENT, CITY HALL, 71 MAIN STREET WEST, HAMILTON, ONTARIO, L8N 3T4). PLEASE ALLOW AT LEAST TWO WEEKS FOR PROCESSING THE PAYMENT.

870077 ONTARIO INC.

BUDGET FOR THE FOLLOWING THREE COMPETITIONS BEING HELD FEBRUARY 22, 1992 AT THE HAMILTON CONVENTION CENTRE.

1. ONTARIO PROVINCIAL KARATE CHAMPIONSHIPS
2. CANADIAN JUNIOR KARATE CHAMPIONSHIPS
3. CANADIAN GRAND NATIONAL TEAM CHAMPIONSHIPS

CONVENTION CENTRE \$ 4,300.00

TROPHIES AND AWARDS \$ 8,500.00

ADVERTISEMENT;-

5,000 FLYERS \$ 2,800.00

MAGAZINE COVERAGE \$ 900.00

MOBILE SIGNS \$ 320.00

\$ 4,020.00

RATINGS;-

CAN AM A RATING \$ 100.00

SKR RATING WB \$ 114.00

NASKA BBB RATING \$ 203.00

\$ 417.00

POSTAGE FOR INVITATIONS \$ 1,100.00

TELEPHONE (LONG DISTANCE) \$ 250.00

HOSPITAL BANDS \$ 400.00

STATIONARY \$ 700.00

INSURANCE (DALTON) \$ 500.00

APPRECIATION SHIRTS/OR HATS FOR STAFF \$ 200.00

TOTAL \$20,387.00

YOUR TRULY

A.T.RIZZO

A. T. Rizzo

July 22/91

per discussion with Arnie Rizzo

Revenues

*Participants *1,200 @ \$17 = \$20,400*

Spectators @ \$2 ?

**Note: 1991 Participants totalled approx. 600*

D. V. Beattie

11(e)

May 6, 1991

Corporation of The City of Hamilton
City Hall
Main St. W.
Hamilton, Ontario
L8N 3T4

Attention: Mr. K. Avery, City Clerk

Dear Mr. Avery,

Re: 303 - 307 KING ST. E./ 929 - 931 FENNELL AVE. E.

Concerning your development charges on renovated lowrise buildings. We are in the process of developing six & eight new units respectively under the Convert-to-Rent Program and would like to express to you how financially difficult your development charge of approx. \$5,665.00 & \$3,700.00 per unit imposed on our prospective development will be on our project.

Certainly such a development charge would impend our proforma in as far as making the units affordable and marketable to prospective tenants. On that basis Mr. Avery I would like to apply for an exemption for said development charges.

Looking forward to your comments.

Sincerely,

AMMENDOLIA REAL ESTATE LIMITED
MANAGING AGENT per/AGOMEN GROUP

Agostino Ammendolia

11(s)

May 1961

Department of the Army
Washington, D.C.
20315

Attention: Mr. J. Edgar Hoover

Dear Sir:

Re: [Illegible]

Enclosed for the Department are two copies of a letterhead memorandum (LHM) dated and captioned as above. The LHM contains information regarding the activities of the [Illegible] and the [Illegible] in the [Illegible] area. The LHM also contains information regarding the [Illegible] and the [Illegible] in the [Illegible] area.

Very truly yours,
[Illegible Signature]

Enclosure

Sincerely,

[Illegible Name]
[Illegible Title]

[Illegible Address]

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25072	LIGHT BLUE
25073	DARK BLUE
25074	LIGHT GRAY
25075	LIGHT GREEN
25076	DARK GREEN
25077	TAN/BEIGE
25078	RED
25079	EXECUTIVE RED

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